

# **City of Stayton**

## **Adopted Budget, Fiscal Year 2010 - 2011**



### **Budget Committee**

#### **City Council**

Mayor Gerry Aboud  
Councilor Steve Frank  
Councilor Catherine Hemshorn  
Councilor James Loftus  
Councilor Scott Vigil  
Councilor Don Walters

#### **Citizen Members**

Michael Aus  
Jennifer Godfrey  
Tadd Humphreys  
Brad Tolliver  
Shannon Tureck  
Scott West

#### **Administrative Staff**

Don Eubank, City Administrator  
Christine Shaffer, Finance Director  
Dave Kinney, Public Works Director  
Rich Sebens, Acting Chief of Police  
Dan Fleishman, Director of Planning and Development  
Louise Meyers, Library Director  
Rebecca Petersen, Deputy City Recorder

# Table of Contents

<u>Fund/Department No.</u>		<u>Page No(s).</u>
10-00	General Fund - Proposed Revenues	1 & 2
10-40	Non-Departmental Expenditures	3
10-41	Administration Expenditures	4
10-42	Police Expenditures	5
10-43	Planning Expenditures	6
10-44	Community Center Expenditures	7
10-45	Park Maintenance Expenditures	8
10-48	Street Lights	9
15	Public Works Administration	10 & 11
16	Stayton Public Library	12 & 13
20	Water Enterprise Fund	14 & 15
30	Sewer Enterprise Fund	16 & 17
40	Street Fund	18 & 19
50	Facilities Development Fund	20
55	Vehicle Replacement Fund	21
58	Sublimity/RD Reserve Fund	22
59	NEDCO	23
60	9-1-1 Fund	24
62	Grant Fund	25
63	Trust and Agency Fund	26
65	Swimming Pool Fund	27 & 28
72	Water SDC Fund	29
73	Sewer SDC Fund	30
74	Street SDC Fund	31
75	Parks SDC Fund	32
82	Water Construction Fund	33
83	Sewer Construction Fund	34
85	Parks Construction Fund	35
	Summary of Funds	36
	Chart: General Fund By Department	Appendix a
	Chart: Budget By Fund Groups	Appendix b

**City of Stayton, Oregon  
Fiscal Year 2010 - 2011  
Budget**

**Fund 10 - General Fund  
Program XX - Revenues**

This page itemizes the source of all revenues used to support General Fund programs. They include property taxes, franchise fees, inter-fund transfers, revenues from other agencies and a variety of established fees and miscellaneous income categories.

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	1,093,987	1,024,365	915,000	688,000	688,000	688,000
	<b>30 - Beginning Cash</b>	<b>\$ 1,093,987</b>	<b>\$ 1,024,365</b>	<b>\$ 915,000</b>	<b>\$ 688,000</b>	<b>\$ 688,000</b>	<b>\$ 688,000</b>
41010	Current Year Taxes	1,462,381	1,516,206	1,580,473	1,614,041	1,614,041	1,614,041
41110	Previously Levied Taxes	63,022	52,132	50,000	45,000	45,000	45,000
41123	Parks Local Option	9,672	9,300	0	0	0	0
41200	Payment In Lieu of Taxes	9,053	8,666	9,500	9,000	9,000	9,000
	<b>31 - Property Taxes</b>	<b>\$ 1,544,128</b>	<b>\$ 1,586,304</b>	<b>\$ 1,639,973</b>	<b>\$ 1,668,041</b>	<b>\$ 1,668,041</b>	<b>\$ 1,668,041</b>
44100	Sublimity Contract - Police	202,483	214,019	238,000	245,000	245,000	245,000
45150	Police Reports	2,118	1,629	1,800	1,800	1,800	1,800
45800	School Security Fees	1,063	1,252	1,500	1,500	1,500	1,500
45820	Special Event Security	5,125	3,975	3,000	3,000	3,000	3,000
46310	Parks and Recreation	4,022	167	0	0	0	0
46701	Property Tax Reimbursement	2,120	1,129	2,100	2,100	2,100	2,100
49504	Community Center Security	1,975	0	2,000	2,000	2,000	2,000
	<b>32 - Charges For Services</b>	<b>\$ 218,906</b>	<b>\$ 222,170</b>	<b>\$ 248,400</b>	<b>\$ 255,400</b>	<b>\$ 255,400</b>	<b>\$ 255,400</b>
43899	Miscellaneous Grants	2,592	1,127	1,500	1,000	1,000	1,000
	<b>33 - Grants and Contributions</b>	<b>\$ 2,592</b>	<b>\$ 1,127</b>	<b>\$ 1,500</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
42110	Cable Franchise	40,250	43,027	40,000	45,000	45,000	45,000
42120	Telephone Franchise	46,575	44,563	42,000	42,000	42,000	42,000
42130	Sanitary Service Franchise	66,510	61,285	70,000	60,000	60,000	60,000
42140	Pacific Power Franchise	340,334	335,710	330,000	340,000	340,000	340,000
42150	Northwest Gas Franchise	134,262	132,896	140,000	120,000	120,000	120,000
	<b>34 - Franchise Fees</b>	<b>\$ 627,931</b>	<b>\$ 617,481</b>	<b>\$ 622,000</b>	<b>\$ 607,000</b>	<b>\$ 607,000</b>	<b>\$ 607,000</b>
45100	Licenses and Permits	4,321	5,678	4,500	12,000	12,000	12,000
45200	Building Permit Surcharge	6,906	5,495	6,000	6,000	6,000	6,000
45250	Engineering Inspections	0	0	1,500	1,500	1,500	1,500
45400	Planning Fees	11,067	10,273	4,500	2,000	2,000	2,000
45410	Research Fees	323	0	0	0	0	0
45500	Dog Licenses	9,268	9,733	10,000	10,000	10,000	10,000
46151	Comm Center Alcohol Service Fee	770	1,450	1,000	1,000	1,000	1,000
	<b>35 - Licenses, Permits and Fees</b>	<b>\$ 32,654</b>	<b>\$ 32,629</b>	<b>\$ 27,500</b>	<b>\$ 32,500</b>	<b>\$ 32,500</b>	<b>\$ 32,500</b>
45300	False Alarm Billings	2,085	1,790	1,000	1,000	1,000	1,000
45510	Animal Impound Fees	2,343	1,795	1,500	1,500	1,500	1,500
45600	Court and Parking Fees	29,153	28,499	24,000	26,000	26,000	26,000
45700	Impound Fees	34,200	24,693	22,000	18,000	18,000	18,000
	<b>36 - Fines and Forfeitures</b>	<b>\$ 67,781</b>	<b>\$ 56,777</b>	<b>\$ 48,500</b>	<b>\$ 46,500</b>	<b>\$ 46,500</b>	<b>\$ 46,500</b>
41400	Cigarette Tax	12,728	12,256	10,000	10,000	10,000	10,000
41500	Liquor Tax	81,606	93,980	90,000	85,000	85,000	85,000
41600	State Revenue Sharing	63,389	67,140	54,000	60,000	60,000	60,000
41700	Firing Range Fees	1,600	1,400	1,200	1,200	1,200	1,200
43899	Miscellaneous Grants	0	0	0	0	0	0
	<b>37 - Intergovernmental</b>	<b>\$ 159,323</b>	<b>\$ 174,776</b>	<b>\$ 155,200</b>	<b>\$ 156,200</b>	<b>\$ 156,200</b>	<b>\$ 156,200</b>
43500	Earned Interest	33,637	10,968	20,000	5,000	5,000	5,000
	<b>38 - Interest</b>	<b>\$ 33,637</b>	<b>\$ 10,968</b>	<b>\$ 20,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011**  
**Budget**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
46100	Rent - Theater	7,353	8,287	8,460	8,460	8,460	8,460
46110	Rent - Wireless Site	11,960	0	0	0	0	0
46150	Rent - Community Center	23,241	24,081	20,000	20,000	20,000	20,000
46160	Rent - Jordan Bridge/Pioneer Park	2,494	0	0	0	0	0
46950	Jordan Bridge Trust	0	0	500	500	500	500
47100	Administrative Transfers	275,100	299,791	304,370	318,695	318,695	318,695
47200	Asset Liquidation	1,881	0	0	0	0	0
47251	Insurance Proceeds	921	6,292	10,000	10,000	10,000	10,000
49500	Miscellaneous	61,588	12,745	22,000	12,000	12,000	12,000
49600	Cash Over/Short	491	263	0	0	0	0
<b>39 - Miscellaneous/Transfers</b>		<b>\$ 385,028</b>	<b>\$ 351,458</b>	<b>\$ 365,330</b>	<b>\$ 369,655</b>	<b>\$ 369,655</b>	<b>\$ 369,655</b>
<b>Total General Fund Revenues</b>		<b><u>\$ 4,165,968</u></b>	<b><u>\$ 4,078,055</u></b>	<b><u>\$ 4,043,403</u></b>	<b><u>\$ 3,829,296</u></b>	<b><u>\$ 3,829,296</u></b>	<b><u>\$ 3,829,296</u></b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 10 - General Fund**

**Program 40 - Non-Departmental**

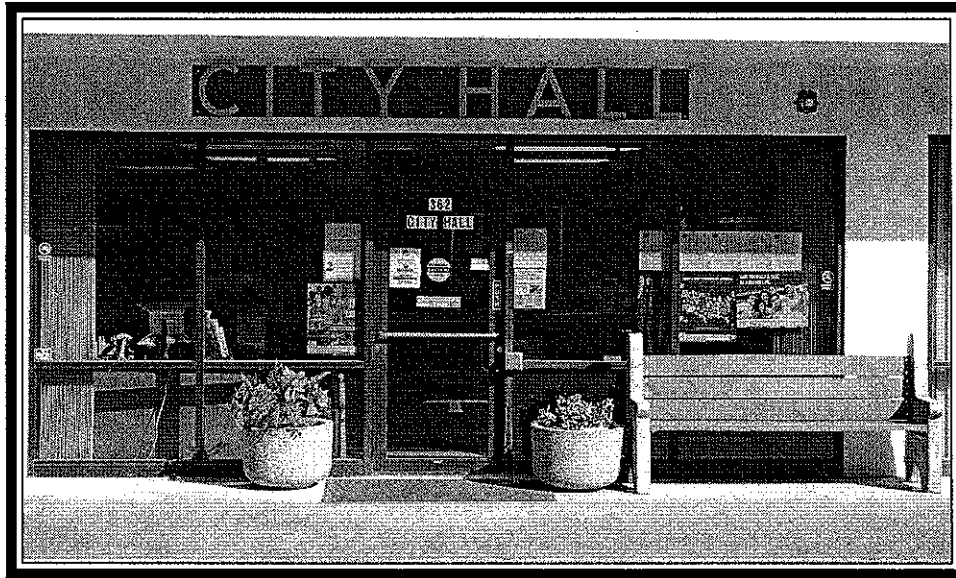
The Non-Departmental area of the General Fund budget accounts for a variety of expenses that tend to be common to the entire fund and many may not be easily identifiable in respect to any specific department. This is also the area of the General Fund budget where any funds set aside as unappropriated or for contingency purposes are reflected.

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
52220	Miscellaneous	816	96	0	2,500	2,500	2,500
52410	Theater Expense	4,240	3,731	2,000	2,000	2,000	2,000
52610	Employee Incentives	867	889	1,000	1,000	1,000	1,000
52620	Employee Health and Safety	667	779	1,000	1,000	1,000	1,000
54120	*Memberships	5,955	6,064	8,500	8,500	8,500	8,500
54150	Conferences - Mayor, etc.	1,936	1,631	2,000	2,000	2,000	2,000
59120	Food Bank/Museum Maintenance	13,160	2,000	3,950	1,500	1,500	1,500
59150	*Community Grant Program	3,000	6,000	10,000	4,000	4,000	4,000
59160	Election Expense	0	18,333	5,000	6,000	6,000	6,000
61110	Unemployment	5,966	20,786	15,000	15,000	15,000	15,000
62010	Contract Services - IT	17,200	17,200	21,000	21,000	21,000	21,000
62015	Website Maintenance	2,888	1,712	3,000	3,000	3,000	3,000
62120	Contract Services- Janitorial	6,872	4,887	10,000	10,000	10,000	10,000
62130	Newsletter	0	0	3,500	3,500	3,500	3,500
62150	Contract Legal	37,660	27,996	37,000	42,000	42,000	42,000
62195	Property Taxes	2,681	2,657	3,000	3,000	3,000	3,000
63110	Audit	3,300	3,800	5,000	5,000	5,000	5,000
63120	Insurance	3,184	3,178	3,400	3,179	3,179	3,179
	<b>Materials and Services</b>	<b>\$ 110,391</b>	<b>\$ 121,739</b>	<b>\$ 134,350</b>	<b>\$ 134,179</b>	<b>\$ 134,179</b>	<b>\$ 134,179</b>
71200	Equipment	1,851	42,212	10,000	10,000	10,000	10,000
	<b>Capital Outlay</b>	<b>\$ 1,851</b>	<b>\$ 42,212</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
90110	Transfer to Swimming Pool Fund	66,300	101,300	91,300	81,300	81,300	81,300
90116	Transfer to Library Fund	155,500	155,500	155,500	145,500	145,500	145,500
90140	Transfer to Street Fund	0	0	50,000	0	0	0
90150	Transfer to Facilities Development Fund	0	0	75,000	45,000	45,000	45,000
90155	Transfer to Vehicle Replacement Fund	5,500	5,500	53,000	61,000	61,000	61,000
	<b>Transfers</b>	<b>\$ 227,300</b>	<b>\$ 262,300</b>	<b>\$ 424,800</b>	<b>\$ 332,800</b>	<b>\$ 332,800</b>	<b>\$ 332,800</b>
95110	Contingency	0	0	176,889	178,604	178,604	178,604
99100	Unappropriated Fund Balance	1,024,095	928,536	155,000	155,000	155,000	155,000
	<b>Contingency/Unappropriated</b>	<b>\$ 1,024,095</b>	<b>\$ 928,536</b>	<b>\$ 331,889</b>	<b>\$ 333,604</b>	<b>\$ 333,604</b>	<b>\$ 333,604</b>
<b>Total Non-Departmental</b>		<b>\$ 1,363,637</b>	<b>\$ 1,354,787</b>	<b>\$ 901,039</b>	<b>\$ 810,583</b>	<b>\$ 810,583</b>	<b>\$ 810,583</b>

\* Line item 54120 Memberships includes, COG, GFOA, LGPI, Stayton Chamber, OCCMA, and LOC foundation.

\* Line item 59150 Community Grant

# Administration



**The Administration Department** represents the core function of the City organization. One distinct element of the Department is general administration which includes: oversight of City programs and departments, support of the City Council and various other City boards and committees, and general relations with the public, etc. The second element of the Department is the City's finance function, this consists of payroll & employee benefits, accounts payable, monitoring debt service, utility billing, and working relationships with the City's bank and auditors, etc.

City Hall staff includes Don Eubank, City Administrator; Christine Shaffer, Finance Director; Rebecca Petersen, Deputy City Recorder; and Jennie Trent, Associate Accountant. Staff also includes two clerical positions (funded fully from utility revenues); Sandra Goodell, Utility Billing Clerk and Elizabeth Baldwin, Receptionist/Cashier.

## **Alignment with Council Goals:**

### **Council Goal #6: Efficient, Effective, Friendly, Transparent, Honest and Fair, City Government**

- The City will be adding online bill payment this year, to make utility bill paying more modern and convenient.
- There is a citizen concern form available on the front counter, these concerns are followed up and tracked in the IWORQ software program to ensure all issues are resolved in a effective and fair manner.
- We have been working with Allison McKenzie, GROW North Santiam, to review City operations for better customer service, and a more efficient operation.

## **General Fund Budget:**

With City revenues continuing to decline in a difficult economic situation, and expenses continuing to rise, it becomes more challenging each year to maintain the excellent services provided to the Citizens of Stayton. This year health insurance premiums increased eight (8) percent, we also saw increases in retirement costs, PERS increases are unknown at this time although we are setting aside reserves to help offset what is expected to be a large increase in rates next year. We are confident that we are presenting a fiscally responsible budget that shows a significant reduction without cutting any services, programs, and more importantly personnel. The City of Stayton is able to provide such outstanding services for the community because of our very dedicated staff.



**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 10 - General Fund**  
**Program 41 - Administration**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
51100	City Administrator	93,708	99,840	101,340	101,340	101,340	101,340
51110	Finance Director	64,222	61,870	67,315	68,100	68,100	68,100
51170	Deputy City Recorder	49,310	51,910	50,904	51,312	51,312	51,312
51220	Associate Accountant	40,268	39,325	44,128	44,652	44,652	44,652
51720	Overtime	280	1,411	2,500	2,500	2,500	2,500
51910	FICA & Medicare	18,395	18,650	20,363	20,495	20,495	20,495
51920	Workers Compensation	529	615	525	650	650	650
51931	Health & Dental	42,876	56,026	63,984	66,636	66,636	66,636
51932	PERS Retirement	11,838	0	0	0	0	0
51933	Disability	724	796	1,006	1,024	1,024	1,024
51934	Life Insurance	853	159	152	154	154	154
51935	City Retirement Plan	19,756	34,607	48,134	50,577	50,577	50,577
51936	Flexible Benefits Administration	77	84	180	84	84	84
51960	Relocation Allowance	0	0	0	0	0	0
<b>Personnel Services</b>		<b>\$ 342,836</b>	<b>\$ 365,293</b>	<b>\$ 400,531</b>	<b>\$ 407,524</b>	<b>\$ 407,524</b>	<b>\$ 407,524</b>
52110	Office Supplies	85	26	0	0	0	0
52210	Telephone/Alarms	9,204	8,479	10,000	10,000	10,000	10,000
52330	Building Maintenance	4,112	4,527	4,500	2,500	2,500	2,500
52420	Computer	682	25	2,500	2,500	2,500	2,500
52510	Electricity	2,796	2,842	2,600	3,000	3,000	3,000
52520	Natural Gas	1,978	1,783	2,400	2,400	2,400	2,400
53110	Operating Supplies	18,586	26,086	18,500	18,500	18,500	18,500
53120	Advertising	14,758	2,781	6,000	6,000	6,000	6,000
54130	Training/Conferences	3,827	7,524	7,500	7,500	7,500	7,500
62140	Contract-Clerical	0	0	500	500	500	500
<b>Materials and Services</b>		<b>\$ 56,030</b>	<b>\$ 54,073</b>	<b>\$ 54,500</b>	<b>\$ 52,900</b>	<b>\$ 52,900</b>	<b>\$ 52,900</b>
<b>Total Administration</b>		<b>\$ 398,865</b>	<b>\$ 419,366</b>	<b>\$ 455,031</b>	<b>\$ 460,424</b>	<b>\$ 460,424</b>	<b>\$ 460,424</b>

# Stayton Police Department

The Stayton Police Department is a full-service, 24 hour a day law enforcement organization with 16 sworn, 3.5 civilian and up to 20 volunteers providing police services and records management to the cities of Stayton and Sublimity. The Department's number one goal is the preservation of life and property. In addition to general law enforcement services, programs include foot and bicycle patrols, crime prevention, traffic education/enforcement, drug investigations and other services as needed.

This past year we have been able to have a positive impact in the community in several different areas. For the 4<sup>th</sup> year in a row we hosted a barbeque dinner on National Night Out to meet with local citizens in our beautiful neighborhood parks. We continued to host our 27<sup>th</sup> annual underprivileged kids fishing derby.

We have provided Child Safety Seat installations to parents. We continue to provide alcohol and drug education through the MethBusters community group, Friends of the Family, OLCC, and Marion County Health Department. We hosted a new program for residents to turn in any old or expired prescription medications, this benefits everyone by keeping these from going into our water system and it also helps to keep unsafe medications away from children. Traffic enforcement and education will be increased to improve community safety especially for children going to and coming from school. To assist in this area, we will continue to enforce crosswalk pedestrian safety through a federal grant program.

In the area of investigations, we also continue to make great progress in fighting crime. We participate in several regional multi agency task forces for investigating child abuse, financial crimes, major crimes against persons, underage alcohol enforcement, seniors and disabilities investigations, organized crime and gang investigation, and major traffic crash investigations. Last year we responded to 5,383 calls for service, which is a reduced crime rate from previous years.

## Alignment with Council Goals:

### Council Goal #4: Encourage Public Involvement in City Government

- At the Police Department we currently have 8 volunteer Reserve Officers, which has doubled from previous years. In lieu of a Police Cadet program we are working with the local Boy Scouts on implementing a way for them to help the Police Department through volunteer opportunities such as assisting with 4<sup>th</sup> of July and Summerfest events. The Police Records section has two volunteers and regularly uses cooperative college work students who need internships.

### Council Goal #5: Enhance the Livability of Stayton

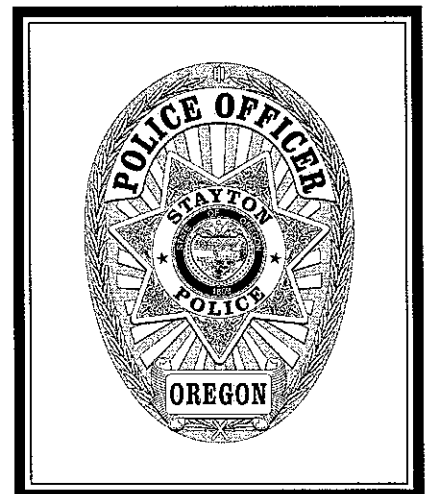
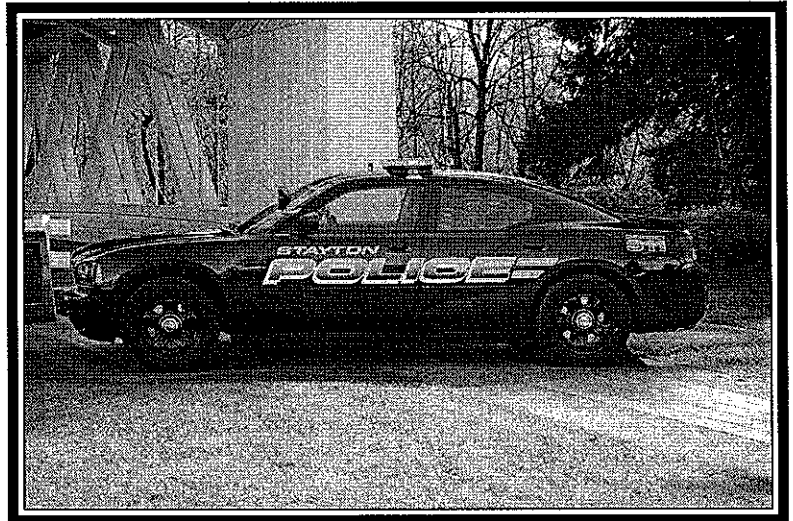
- The department works very hard at improving the Safety of the City which includes making sure our community is safe for citizens to enjoy through both enforcement and prevention.

### Council Goal #6: Efficient, Effective, Friendly, Transparent, Honest and Fair, City Government

- The Police Department continues to work at providing a customer oriented Police Department. There is a process for the citizens to provide feedback to the Department; comments are taken seriously and are followed up. The Department provides communication to the citizens through multiple media sources to ensure the community is aware of Policing issues.

## CAPITAL OUTLAY:

For Capital Outlay we have included three ballistic vests at \$800 each. We have an ongoing Grant from 2005 that reimburses 1/2 the cost of ballistic vests to the City, these vests expire after five years. We have included \$3,000 for computer replacements and upgrades to continue our computer equipment replacement plan. Due to legislative requirements, we are required to install an audio video recording system in our interview room; the estimated cost for the equipment is \$3,500. The fire proof personnel file cabinet is overflowing and is no longer mechanically sound and it will be replaced for \$3,200.





**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 10 - General Fund**  
**Program 42 - Police**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
51120	Police Chief	65,853	10,207	88,512	90,548	90,548	90,548
51230	Police Lieutenant/Admin Sgt.	71,509	78,567	83,760	68,088	68,088	68,088
51260	Police Sergeants (2)	124,575	132,687	131,508	135,696	135,696	135,696
51280	*Police Officers (12)	497,965	556,636	593,997	559,368	559,368	559,368
51281	Salary - Personal Days	26,580	31,741	35,270	34,863	34,863	34,863
51290	Records Supervisor	49,622	51,967	52,296	52,716	52,716	52,716
51310	Ordinance Officer	40,341	43,164	44,304	22,326	22,326	22,326
51320	Clerk (PT)	13,640	11,823	17,300	13,500	13,500	13,500
51420	Clerk	38,148	39,489	40,512	40,836	40,836	40,836
51720	Overtime Pay	30,561	35,790	31,000	31,000	31,000	31,000
51721	School Overtime	275	150	1,000	1,000	1,000	1,000
51722	On Call Pay	0	0	8,500	7,000	7,000	7,000
51723	Special Event Security	7,978	7,107	7,200	7,200	7,200	7,200
51910	FICA & Medicare	71,503	74,633	86,840	81,407	81,407	81,407
51920	Workers Compensation	25,676	32,029	35,595	36,006	36,006	36,006
51931	Health & Dental	197,980	182,831	259,484	241,962	241,962	241,962
51932	PERS Retirement	155,421	166,404	189,353	208,606	208,606	208,606
51933	Disability	3,223	3,213	3,910	4,078	4,078	4,078
51934	Life Insurance	876	810	900	900	900	900
51935	City Retirement Plan	18,781	17,657	23,447	22,017	22,017	22,017
51936	Flexible Benefits Administration	292	221	500	500	500	500
<b>Personnel Services</b>		<b>\$ 1,440,798</b>	<b>\$ 1,477,126</b>	<b>\$ 1,735,188</b>	<b>\$ 1,659,617</b>	<b>\$ 1,659,617</b>	<b>\$ 1,659,617</b>
52110	Office Supplies	3,959	4,701	5,000	5,000	5,000	5,000
52150	Volunteer Supplies	2,046	411	2,000	2,000	2,000	2,000
52210	Telephone/Alarms	36,537	33,784	33,000	30,000	30,000	30,000
52310	Equipment Lease/Repair/Maintenance	4,122	4,425	6,000	4,000	4,000	4,000
52330	Building Maintenance	6,189	4,018	4,000	4,000	4,000	4,000
52510	Electricity	7,256	7,031	6,500	7,400	7,400	7,400
52520	Natural Gas	1,272	878	1,800	1,500	1,500	1,500
53110	Operating Supplies	8,299	7,030	11,050	10,000	10,000	10,000
54110	Uniforms	5,044	5,459	8,500	8,500	8,500	8,500
54130	Training/Conferences	8,855	7,934	10,000	10,000	10,000	10,000
54135	College Reimbursement	256	1,642	1,500	1,500	1,500	1,500
57110	Firearms Training	3,158	3,579	5,000	5,000	5,000	5,000
57120	Investigation Expense	4,143	1,326	5,500	5,500	5,500	5,500
57130	Physical Exams/Recruitment	1,343	2,105	3,500	3,500	3,500	3,500
57140	IT Maintenance/Support	10,111	6,363	13,600	15,000	15,000	15,000
57150	Jail Expense	856	64	1,000	1,000	1,000	1,000
57190	Animal Control	2,638	2,279	4,500	1,500	1,500	1,500
57210	Ordinance Control	412	39	1,100	1,000	1,000	1,000
58110	Gasoline & Diesel	27,695	19,710	27,000	26,000	26,000	26,000
58120	Vehicle Maintenance/Repair	14,881	10,998	17,500	16,000	16,000	16,000
58130	Vehicle Lease	31,702	5,283	0	4,800	4,800	4,800
62120	Contract Services	23,370	38,320	19,000	23,000	23,000	23,000
62121	Contract Services (911)	196,600	203,066	207,127	211,270	211,270	211,270
62150	Contract Legal	4,897	5,381	6,000	6,000	6,000	6,000
63120	Insurance	26,476	25,703	28,690	15,433	15,433	15,433
<b>Materials and Services</b>		<b>\$ 432,117</b>	<b>\$ 401,529</b>	<b>\$ 428,867</b>	<b>\$ 418,903</b>	<b>\$ 418,903</b>	<b>\$ 418,903</b>
71200	Equipment	47,047	12,302	16,800	16,000	16,000	16,000
<b>Capital Outlay</b>		<b>\$ 47,047</b>	<b>\$ 12,302</b>	<b>\$ 16,800</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>
81100	Police Debt Service	0	31,968	25,000	0	0	0
<b>Debt Service</b>		<b>\$ -</b>	<b>\$ 31,968</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Police</b>		<b>\$ 1,919,962</b>	<b>\$ 1,890,957</b>	<b>\$ 2,205,855</b>	<b>\$ 2,094,520</b>	<b>\$ 2,094,520</b>	<b>\$ 2,094,520</b>

\* Line item 51280 Police Officers  
Only 11 officers funded this year

# Planning and Development Department

## **The Planning and Development**

**Department** administers State and City land use laws and codes. The Department supports and advises the City Council and Planning Commission regarding all planning and land use matters, as well as economic and community development activities.

The Department is staffed by the Planning and Development Director. This past year, the Department has also included an AmeriCorps participant who will continue for a short portion of the coming year. Staff responsibilities include attending Planning Commission and City Council meetings, providing customer service and assistance in interpreting Stayton's municipal codes, and processing a wide variety of different land use applications and actions. The Department also staffs ad hoc committees, such as the Comprehensive Plan Update Committee. The City Council has recently appointed this committee to review and update the City's goals and policies for future development.



The Planning Department is responsible for management of the City's Geographic Information System, providing mapping products and technical assistance to the Public Works and Police Departments. FY 10-11 will include updating the Comprehensive Plan, continued implementation of the Downtown Revitalization Plan, and continuing the review of the Land Use and Development Code to assure that the City's regulations are appropriate.

## **Alignment with Council Goals:**

### **Council Goal #2: Downtown Revitalization**

- The Department will continue to implement the Downtown Revitalization Plan.

### **Council Goal #3: Support Economic Development Efforts in Stayton**

- The Department has been inventorying available commercial and industrial property and maintains this information on the City's website.
- The Department works closely with the Stayton Sublimity Chamber of Commerce.
- The Department has been working on making sure that the City's Land Use Code and other development policies strike the balance between assuring that new development minimizes its impacts on the City with the ability for businesses to expand and prosper.
- The Department has submitted an application to the Oregon Department of Business Development for designation of the City's industrial area as an Enterprise Zone. If successful, this designation will provide a short-term property tax exemption to qualified businesses that make new investments that result in job growth.

### **Council Goal #4: Encourage Public Involvement in City Government**

- The Department has expanded the information available on land use proceedings on the City's website and has a continual notification system to assure that members of the public are aware of Departmental activities.
- The AmeriCorps participant has been a public participation coordinator, administering a survey to the residents of the City, and promoting and coordinating opportunities for citizen involvement and volunteer assistance.
- The Department will be making a significant effort into the public participation aspects of updating the City's Comprehensive Plan to assure the local goals and policies reflect the aspirations of the citizens of Stayton.

### **Council Goal #5: Enhance the Livability of Stayton**

- The Department's overall aim in drafting of land use regulations, review of development proposals, and other activities is to create a desirable environment in which to work, live and play.

## **PERSONNEL SERVICES:**

The 2010-11 budget reflects a small decrease in personnel costs, continuing to keep the position of the Assistant Planner unoccupied.

## **MATERIALS AND SERVICES:**

Funds under the computer line item have been decreased. The budget includes the final quarterly payment for the AmeriCorps participant's stipend, all of which had been in the 2009-2010 budget, but will be only 75% expended.

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 10 - General Fund**  
**Program 43 - Planning**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
51180	City Planner	63,767	70,120	74,736	75,324	75,324	75,324
51210	Assistant Planner	42,990	25,283	0	0	0	0
51910	FICA & Medicare	7,868	7,010	5,717	5,762	5,762	5,762
51920	Workers Compensation	242	282	145	178	178	178
51931	Health & Dental	19,683	17,055	17,676	17,916	17,916	17,916
51933	Disability	394	323	287	289	289	289
51934	Life Insurance	69	51	38	38	38	38
51935	City Retirement Plan	16,014	12,334	12,780	14,312	14,312	14,312
51936	Flexible Benefits Administration	42	42	60	42	42	42
<b>Personnel Services</b>		<b>\$ 151,070</b>	<b>\$ 132,500</b>	<b>\$ 111,439</b>	<b>\$ 113,861</b>	<b>\$ 113,861</b>	<b>\$ 113,861</b>
52210	Telephone	175	118	400	400	400	400
52420	Computer	0	0	4,900	2,400	2,400	2,400
53110	Operating Supplies	3,043	1,017	4,500	4,500	4,500	4,500
53120	Advertising	5,131	4,607	6,000	6,000	6,000	6,000
54130	Training/Conferences	924	1,073	1,000	500	500	500
62021	R.A.R.E. Intern	0	0	19,000	4,750	4,750	4,750
62150	Contract-Legal	11,137	8,907	12,000	12,000	12,000	12,000
<b>Materials and Services</b>		<b>\$ 20,410</b>	<b>\$ 15,722</b>	<b>\$ 47,800</b>	<b>\$ 30,550</b>	<b>\$ 30,550</b>	<b>\$ 30,550</b>
71200	Equipment	3,001	3,001	0	0	0	0
<b>Capital Outlay</b>		<b>\$ 3,001</b>	<b>\$ 3,001</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Planning</b>		<b>\$ 174,481</b>	<b>\$ 151,223</b>	<b>\$ 159,239</b>	<b>\$ 144,411</b>	<b>\$ 144,411</b>	<b>\$ 144,411</b>

# Stayton Community Center



**The Community Center** is the official meeting place for the City Council and other City groups. The Center brings people together for social and civic functions. The Community Center is available for dances, weddings, receptions, parties, meetings and concerts as well as other events.

The Community Center has a total of 3,337 square feet available for events. The hall can be divided into two portions. The north end has 1,112 square feet available and the south end has 2,224 square feet available. There is a kitchen facility and restrooms also.

The City of Stayton has recently upgraded the sound system, window coverings and has also added a new hand washing sink in the kitchen. The Community Center has a regular cleaning schedule and the City performs maintenance as needed. The City of Stayton is looking at continual upgrade opportunities for the Community Center.

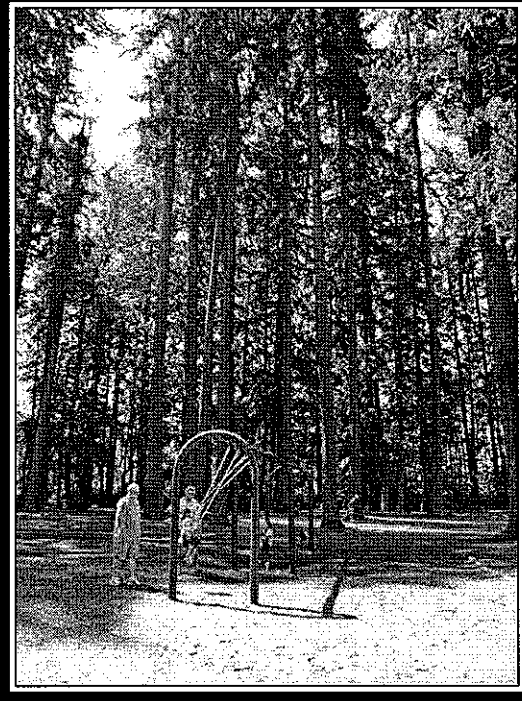


**City of Stayton, Oregon  
Fiscal Year 2010 - 2011 Budget**

**Fund 10 - General Fund  
Program 44 - Community Center**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
51330	Custodian	2,432	0	0	0	0	0
51391	Temporary Employees	0	0	6,000	6,000	6,000	6,000
51410	Manager	40	40	0	0	0	0
51415	Parks & Recreation Supervisor	9,440	1,112	0	0	0	0
51425	Part-Time Recreation Staff	309	0	0	0	0	0
51910	FICA & Medicare	679	83	459	459	459	459
51920	Workers Compensation	1,329	541	459	459	459	459
51931	Health & Dental	0	187	0	0	0	0
51933	Disability	0	3	0	0	0	0
51934	Life Insurance	0	1	0	0	0	0
51935	City Retirement Plan	449	0	0	0	0	0
<b>Personnel Services</b>		<b>\$ 14,678</b>	<b>\$ 1,967</b>	<b>\$ 6,918</b>	<b>\$ 6,918</b>	<b>\$ 6,918</b>	<b>\$ 6,918</b>
52110	Office Supplies	2,474	65	200	200	200	200
52210	Telephone/Alarms	2,574	2,241	2,200	2,200	2,200	2,200
52330	Building Maintenance	10,869	5,857	4,000	4,000	4,000	4,000
52510	Electricity	4,084	3,419	4,000	4,500	4,500	4,500
52520	Natural Gas	4,623	4,906	4,700	4,700	4,700	4,700
53110	Operating Supplies	5,356	490	250	250	250	250
53150	Custodial Supplies	10,438	6,339	7,000	7,000	7,000	7,000
54130	Training/Conferences	618	159	0	0	0	0
59150	Recreation Program Grant	0	1,450	0	0	0	0
62120	Contract Services- Janitorial	35,401	34,286	35,000	35,000	35,000	35,000
63120	Insurance	2,331	2,334	2,650	2,300	2,300	2,300
<b>Materials and Services</b>		<b>\$ 78,749</b>	<b>\$ 61,546</b>	<b>\$ 60,000</b>	<b>\$ 60,150</b>	<b>\$ 60,150</b>	<b>\$ 60,150</b>
71200	Equipment	7,692	0	5,000	5,000	5,000	5,000
71201	Roof Replacement	0	0	0	0	0	0
<b>Capital Outlay</b>		<b>\$ 7,692</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>Total Community Center</b>		<b>\$ 101,118</b>	<b>\$ 63,513</b>	<b>\$ 71,918</b>	<b>\$ 72,068</b>	<b>\$ 72,068</b>	<b>\$ 72,068</b>

# Parks Maintenance



**The Parks Maintenance** fund provides maintenance of the City of Stayton's parks and open spaces. The City of Stayton owns and maintains pedestrian trails, mini-parks, neighborhood parks, community parks, and natural open spaces. The City maintains 12.7 acres of mini/neighborhood parks, 7.65 acres of community parks, and 106 acres of open space parks. The City's parks system is highly valued by residents and visitors because they help make Stayton a livable community.

## **Alignment with Council Goals:**

### **Council Goal #5: Enhance the Livability of Stayton**

- Improve the livability and quality of life for Stayton residents through the provision of excellent public facilities and public spaces.
- The City will serve as a catalyst to encourage the development of leisure time/recreation opportunities through partnerships with local organizations.

## **Implementation Strategy:**

- The Parks and Recreation Board reviewed Pioneer and Northslope parks in 2009-2010. In the next fiscal year, they will complete reviews of the other city parks and facilities. This will include a review of the Master Plan, identification of maintenance issues/problems, setting priorities for maintenance activities, recommendation of improvements and development of a funding strategy for future improvements.
- Develop a list of volunteer opportunities in City parks.

## **PERSONNEL SERVICES:**

One full-time Park Maintenance Worker, and two Seasonal Maintenance Worker positions. The City also utilizes community service workers (assigned by Marion County Justice Court) and volunteers for litter patrols and special projects. The budget includes some flexible hours to deal with winter storm cleanup, special events and vacations.

## **MATERIALS AND SERVICES:**

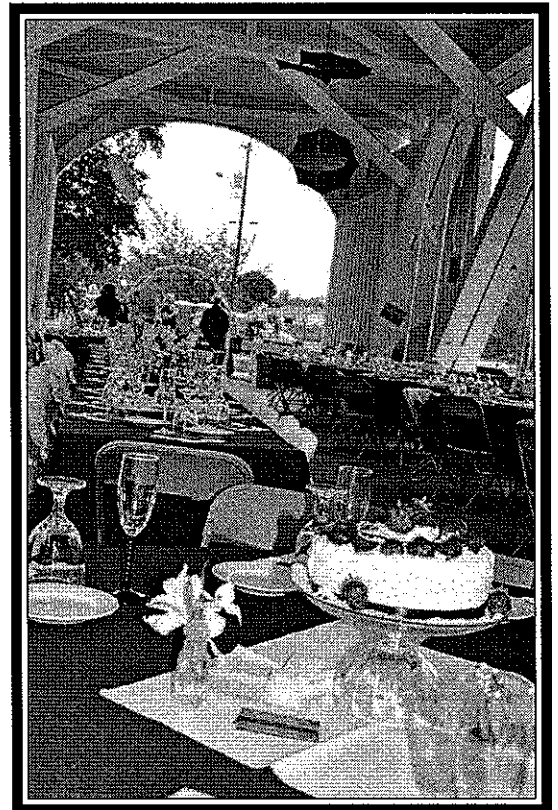
The majority of the materials and services expenses are routine expenses for electricity, insurance, vehicle operating / maintenance costs, Jordan Bridge maintenance, cleaning and painting touch-up, and uniforms, training and certification renewals the Parks Maintenance Worker.

Parks Maintenance includes general materials & supplies for all city parks including parts for equipment and structures, turf maintenance, irrigation systems, replacement of vandalized items, and Riverfront Park maintenance.

The Contracts and Services line item includes money for engineering and design services.

## **CAPITAL OUTLAY:**

Capital Outlay includes replacement equipment for Parks. No specific capital acquisitions are proposed for 2010-2011.



City of Stayton, Oregon  
Fiscal Year 2010 - 2011 Budget

Fund 10 - General Fund  
Program 45 - Park Maintenance

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
51380	SR. Parks Maintenance Worker	29,277	37,270	40,036	42,368	42,368	42,368
51390	Seasonal Maintenance Workers (2)	16,074	15,766	22,533	18,000	18,000	18,000
51720	Overtime Pay	278	316	1,500	1,500	1,500	1,500
51910	FICA & Medicare	3,326	3,902	4,901	4,733	4,733	4,733
51920	Workers Compensation	1,623	2,688	2,800	2,316	2,316	2,316
51931	Health & Dental	14,546	15,585	17,196	17,916	17,916	17,916
51933	Disability	112	131	149	169	169	169
51934	Life Insurance	38	38	38	38	38	38
51935	City Retirement Plan	4,362	4,748	6,846	8,050	8,050	8,050
51936	Flexible Benefits Administration	0	0	0	0	0	0
<b>Personnel Services</b>		<b>\$ 69,634</b>	<b>\$ 80,444</b>	<b>\$ 95,999</b>	<b>\$ 95,090</b>	<b>\$ 95,090</b>	<b>\$ 95,090</b>
52510	Electricity	1,939	1,971	2,090	2,300	2,300	2,300
54110	Uniforms	751	477	1,440	1,000	1,000	1,000
54130	Training/Conferences	143	155	750	750	750	750
55130	Park Maintenance	14,713	17,172	23,632	21,500	21,500	21,500
56140	Jordan Bridge Maintenance	13,202	321	500	500	500	500
58110	Gasoline & Diesel	6,806	3,125	6,279	5,000	5,000	5,000
58120	Vehicle Maintenance/Repair	4,119	3,749	4,150	4,150	4,150	4,150
62120	Contract Services	1,763	0	2,000	2,000	2,000	2,000
63120	Insurance	6,587	6,588	7,480	3,000	3,000	3,000
<b>Materials and Services</b>		<b>\$ 50,021</b>	<b>\$ 33,558</b>	<b>\$ 48,321</b>	<b>\$ 40,200</b>	<b>\$ 40,200</b>	<b>\$ 40,200</b>
71200	Equipment	261	7,309	10,000	5,000	5,000	5,000
71210	Levy Funded Equipment	0	5,028	0	0	0	0
<b>Capital Outlay</b>		<b>\$ 261</b>	<b>\$ 12,337</b>	<b>\$ 10,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>Total Park Maintenance</b>		<b>\$ 119,917</b>	<b>\$ 126,339</b>	<b>\$ 154,320</b>	<b>\$ 140,290</b>	<b>\$ 140,290</b>	<b>\$ 140,290</b>

City of Stayton, Oregon  
Fiscal Year 2010 - 2011 Budget

**Fund 10 - General Fund**  
**Program 48 - Street Lights**

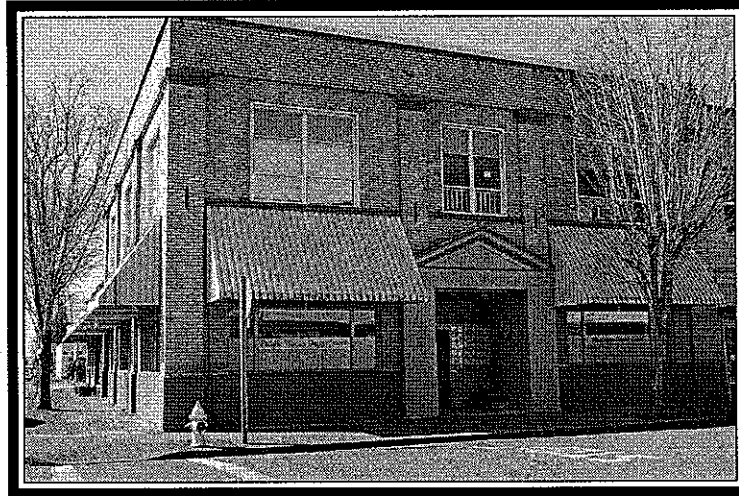
The Street Light budget provides funds for maintenance and power costs related to Stayton's numerous street lights. Pacific Power & Light maintains the street lights and the City pays a monthly fee for each street light, the amount of which is dependent on the type of street light installed. Although not implemented by recent City Councils, the Stayton Municipal Code does provide for a "Street Light Service Charge" designed to cover the cost of this function.

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
52510	Electricity	87,987	83,791	93,500	104,500	104,500	104,500
52515	Street Light Installation	0	0	2,500	2,500	2,500	2,500
	<b>Materials and Services</b>	<b>\$ 87,987</b>	<b>\$ 83,791</b>	<b>\$ 96,000</b>	<b>\$ 107,000</b>	<b>\$ 107,000</b>	<b>\$ 107,000</b>
<b>Total Street Lights</b>		<b>\$ 87,987</b>	<b>\$ 83,791</b>	<b>\$ 96,000</b>	<b>\$ 107,000</b>	<b>\$ 107,000</b>	<b>\$ 107,000</b>
<b>Total General Fund Revenues</b>		<b>\$4,165,968</b>	<b>\$ 4,078,055</b>	<b>\$ 4,043,403</b>	<b>\$ 3,829,296</b>	<b>\$ 3,829,296</b>	<b>\$ 3,829,296</b>
<b>Total General Fund Expenditures</b>		<b>\$4,165,968</b>	<b>\$ 4,089,976</b>	<b>\$ 4,043,403</b>	<b>\$ 3,829,296</b>	<b>\$ 3,829,296</b>	<b>\$ 3,829,296</b>





# Public Works Administration



**The Public Works Administration Fund** was established so all administrative expenses for the Water, Sewer, Street, Parks and Facilities are in the same fund. The PW Admin Fund pays for the administrative costs for the management of the entire Public Works Department. Administrative duties include building permits, contracts, master planning, development review and inspection, council staff reports, engineering services, and administration of the water, sewer, and street utilities.

## **Alignment with Council Goals:**

### **Council Goal #1: Improve Public Infrastructure**

- Continue to improve public infrastructure to meet the demands of a growing community.

### **Council Goal #5: Enhance the Livability of Stayton**

- Improve the livability and quality of life for Stayton residents through the provision of excellent public facilities and public spaces.

## **Implementation Strategy:**

The Public Works Department administrative staff will focus on several major construction projects in FY 2010-2011.

**Wastewater Treatment Plant Improvements:** The City will begin the \$5.8+ million Phase 1 - Wastewater Treatment Facility (WWTF) improvement. This project includes 6 months of engineering design, bidding and the start of construction of a major renovation of the existing Wastewater Treatment Plant on Jetters Way.

## **Public Works Administration Budget**

The Public Works Administration staff includes the Public Works Director David Kinney, Sr. Engineering Technician Mike Brash, Public Works Administrative Assistant Alissa Angelo, and Permits Clerk Jennifer Jackson.

The City does receive savings by having a qualified inspector on staff. In the past, the City contracted with the City Engineer Ed Sigurdson or the larger engineering firms, such as Keller Associates or Black & Veatch, to perform this work. By utilizing in-house staff the City has reduced engineering consultant services expenses for the water projects, sewer projects and development inspections.

## **MATERIALS AND SERVICES:**

The Public Works Administration Fund covers the administrative expenses of the department. Materials and services include all costs related to the public works office at 311 Third Avenue including rent, utilities, telephones/alarms, building maintenance, computer maintenance and equipment leases (copier). The PW Admin Fund also pays for all personnel related expenses including advertising (recruitment), employee drug testing (random and employment related tests), and training/conferences for the office staff.



**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 15 - Public Works Administration**

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	43,692	26,477	26,450	45,000	45,000	45,000
	<b>30 - Beginning Fund Balance</b>	<b>\$ 43,692</b>	<b>\$ 26,477</b>	<b>\$ 26,450</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>
43500	Earned Interest	544	452	0	100	100	100
	<b>38 - Interest</b>	<b>\$ 544</b>	<b>\$ 452</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 100</b>
47105	Transfer From Water Fund	123,270	131,967	160,000	169,000	169,000	169,000
47110	Transfer From Sewer Fund	123,270	131,967	160,000	169,000	169,000	169,000
47115	Transfer From Street Fund	123,270	81,967	85,000	85,000	85,000	85,000
49500	Miscellaneous	0	0	100	100	100	100
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 369,810</b>	<b>\$ 345,901</b>	<b>\$ 405,100</b>	<b>\$ 423,100</b>	<b>\$ 423,100</b>	<b>\$ 423,100</b>
<b>Total Revenues</b>		<b>\$ 414,046</b>	<b>\$ 372,830</b>	<b>\$ 431,550</b>	<b>\$ 468,200</b>	<b>\$ 468,200</b>	<b>\$ 468,200</b>

**Expenditures**

51140	Public Works Director	93,347	86,520	84,228	84,876	84,876	84,876
51215	Public Works Admin Asst	37,108	40,946	42,712	45,200	45,200	45,200
51310	Ordinance Officer	0	0	0	22,326	22,326	22,326
51321	Permit Clerk	28,759	28,368	35,578	36,591	36,591	36,591
51330	Custodian	923	0	0	0	0	0
51391	Temporary Employees	17,118	13,163	12,000	6,000	6,000	6,000
51460	SR.Engineer Technician	0	24,306	46,550	45,763	45,763	45,763
51720	Overtime	0	0	2,200	2,000	2,000	2,000
51910	FICA & Medicare	13,105	14,416	17,080	18,571	18,571	18,571
51920	Workers Compensation	1,749	1,428	4,085	2,787	2,787	2,787
51931	Health & Dental	32,910	32,135	57,936	61,044	61,044	61,044
51933	Disability	529	330	812	926	926	926
51934	Life Insurance	122	78	152	171	171	171
51935	City Retirement Plan	22,577	7,036	27,620	35,908	35,908	35,908
51936	Flexible Benefits Administration	39	0	0	42	42	42
	<b>Personnel Services</b>	<b>\$ 248,285</b>	<b>\$ 248,726</b>	<b>\$ 330,953</b>	<b>\$ 362,205</b>	<b>\$ 362,205</b>	<b>\$ 362,205</b>
52110	Office Supplies	7,200	7,357	6,500	6,000	6,000	6,000
52140	Technician Supplies	0	30	800	500	500	500
52210	Telephone/Alarms	2,784	2,279	3,360	3,360	3,360	3,360
52310	Equipment Lease	2,874	2,832	3,000	3,000	3,000	3,000
52330	Building Maintenance	0	801	500	500	500	500
52420	Computer Expense	2,037	3,782	2,400	2,400	2,400	2,400
52510	Electricity	4,906	5,136	4,500	4,520	4,520	4,520
53120	Advertising	7,717	6,548	6,000	6,000	6,000	6,000
53200	Office Rent	12,880	15,324	15,100	15,100	15,100	15,100
54110	Uniforms	0	69	250	250	250	250
54120	Memberships	4,927	5,778	5,925	5,925	5,925	5,925
54130	Traning/Conferences	4,918	1,061	3,000	2,000	2,000	2,000
57131	Employee Drug Testing	1,946	762	1,500	1,200	1,200	1,200
58110	Gasoline & Diesel	0	0	0	500	500	500
58120	Vehicle Maintenance/Repair	0	0	0	250	250	250
62010	Contract Services - IT	32,161	17,686	13,500	13,500	13,500	13,500
62120	Contract Services	20,073	14,466	15,300	15,000	15,000	15,000
62150	Contract Legal	33,878	16,549	15,000	15,000	15,000	15,000
63120	Insurance	1,013	1,013	1,150	1,000	1,000	1,000
	<b>Materials and Services</b>	<b>\$ 139,314</b>	<b>\$ 101,473</b>	<b>\$ 97,785</b>	<b>\$ 96,005</b>	<b>\$ 96,005</b>	<b>\$ 96,005</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
95110	Contingency	0	0	2,812	9,990	9,990	9,990
99100	Unappropriated Funds	26,447	26,180	0	0	0	0
	Contingency/Unappropriated	\$ 26,447	\$ 26,180	\$ 2,812	\$ 9,990	\$ 9,990	\$ 9,990
<b>Total Expenditures</b>		<b>\$ 414,046</b>	<b>\$ 376,379</b>	<b>\$ 431,550</b>	<b>\$ 468,200</b>	<b>\$468,200</b>	<b>\$468,200</b>
<b>Total Public Works Admin Revenues</b>		<b>\$ 414,046</b>	<b>\$ 372,830</b>	<b>\$ 431,550</b>	<b>\$ 468,200</b>	<b>\$468,200</b>	<b>\$468,200</b>
<b>Total Public Works Admin Expenditures</b>		<b>\$ 414,046</b>	<b>\$ 376,379</b>	<b>\$ 431,550</b>	<b>\$ 468,200</b>	<b>\$468,200</b>	<b>\$468,200</b>



# Stayton Public Library



**Stayton Public Library** is a modern, trend-setting, dynamic facility that is constantly changing to meet the needs of our customers. Whether its using the library to provide the latest best-seller or to use our up-to-date technology in computers and online access, our patrons appreciate this by consistently returning. We are pleased to be able to offer quality programming for families. The library is heavily used by the people of the city and surrounding areas, checking out over 133,000 items in 2009. Through our membership in the Chemeketa Cooperative Regional Library Service (CCRLS), we are able to access the collections of the other member libraries, increasing our offerings to our patrons. CCRLS is a valuable service to us, providing over \$140,000 worth of direct investment and services including computer equipment, online access, courier service and IT support.

## **Alignment with Council Goals:**

### **Council Goal #4: Encourage Public Involvement in City Government**

- The Library has strong community involvement through volunteerism.

### **Council Goal #5: Enhance the Livability of Stayton**

- The Library provides quality leisure time activities and opportunities to increase knowledge and meet information needs for all ages.

## **REVENUES:**

CCRLS reimbursement will increase from \$49,725 to \$63,422.

We expect to see increased revenue from the meeting room fees due to increased promotion. Based on 2009-10 collections, this figure increases to \$4000.

Collections for non-resident fees are expected to increase to \$9500.

Fines and fees are expected to increase to \$15,000.

Library state aid: the Legislature decreased the amount that libraries receive per capita, and our share will be \$1346.

## **PERSONNEL SERVICES:**

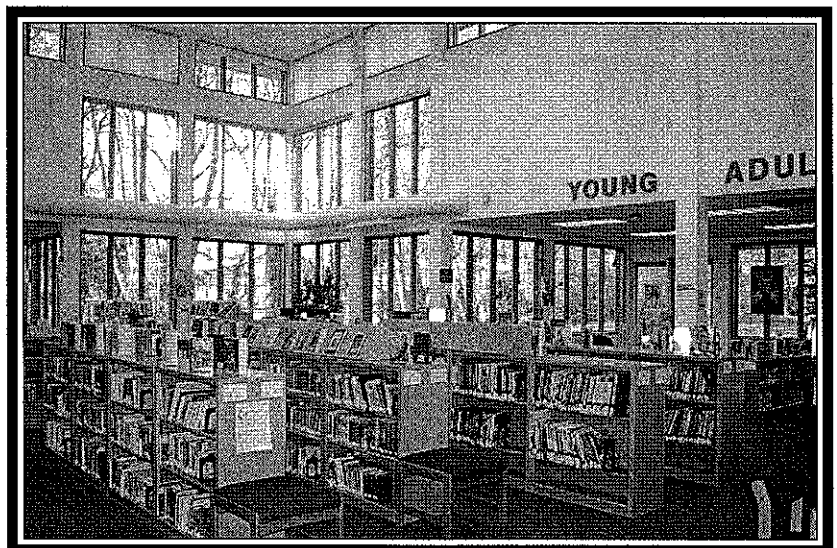
Library assistants fund is slightly higher due to hiring a library assistant at 32 hours, previously at 20 hours. The library aides line has been reduced accordingly.

## **MATERIALS AND SERVICES:**

Electricity is increased to \$12,000.

Contract services-IT and custodial has been split into two lines 62010 and 62120, to reflect the expenses related to them.

Professional services (CCRLS) We will no longer be required to pay for routine mailings and supplies from CCRLS; they will absorb this cost as well as the OCLC costs related to adding materials to the catalog. Reduced from \$2900 to \$1000.



**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 16 - Library**

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	0	33,365	20,000	25,000	25,000	25,000
	<b>30 - Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ 33,365</b>	<b>\$ 20,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
41110	Previously Levied Taxes	5,544	9,456	4,000	4,000	4,000	4,000
41122	Library Local Option	135,407	125,916	162,432	130,700	130,700	130,700
	<b>31 - Property Taxes</b>	<b>\$140,951</b>	<b>\$ 135,372</b>	<b>\$ 166,432</b>	<b>\$ 134,700</b>	<b>\$134,700</b>	<b>\$134,700</b>
46700	CCRLS Reimbursement	\$ 46,777	\$ 55,466	\$ 49,725	\$ 63,422	\$ 63,422	\$ 63,422
46710	CCRLS Net Lending	0	10,781	8,500	8,500	8,500	8,500
	<b>32 - Charges For Services</b>	<b>\$ 46,777</b>	<b>\$ 66,247</b>	<b>\$ 58,225</b>	<b>\$ 71,922</b>	<b>\$ 71,922</b>	<b>\$ 71,922</b>
43850	Endowment Contribution	20,000	22,500	25,000	25,000	18,500	18,500
	<b>33 - Grants and Contributions</b>	<b>\$ 20,000</b>	<b>\$ 22,500</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 18,500</b>	<b>\$ 18,500</b>
45655	Meeting Room Rent	0	0	0	4,000	4,000	4,000
45660	Non-Resident Library Fees	10,678	10,414	9,000	9,500	9,500	9,500
	<b>35 - Licenses, Permits and Fees</b>	<b>\$ 10,678</b>	<b>\$ 10,414</b>	<b>\$ 9,000</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>	<b>\$ 13,500</b>
45650	Library Fines/Miscellaneous	13,097	14,953	13,500	15,000	15,000	15,000
	<b>36 - Fines and Forfeitures</b>	<b>\$ 13,097</b>	<b>\$ 14,953</b>	<b>\$ 13,500</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
43840	Library State Aid	0	1,476	1,530	1,346	1,346	1,346
	<b>37 - Intergovernmental</b>	<b>\$ -</b>	<b>\$ 1,476</b>	<b>\$ 1,530</b>	<b>\$ 1,346</b>	<b>\$ 1,346</b>	<b>\$ 1,346</b>
43500	Earned Interest	924	815	800	500	500	500
	<b>38 - Interest</b>	<b>\$ 924</b>	<b>\$ 815</b>	<b>\$ 800</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
47100	Transfer From General Fund	155,500	155,500	155,500	145,500	145,500	145,500
49500	Miscellaneous	1,511	1,627	1,600	1,600	1,600	1,600
	<b>39 - Miscellaneous/Transfers</b>	<b>\$157,011</b>	<b>\$ 157,127</b>	<b>\$ 157,100</b>	<b>\$ 147,100</b>	<b>\$147,100</b>	<b>\$147,100</b>
<b>Total Revenues</b>		<b>\$389,437</b>	<b>\$ 442,269</b>	<b>\$ 451,587</b>	<b>\$ 434,068</b>	<b>\$427,568</b>	<b>\$427,568</b>

**Expenditures**

51160	Library Director	67,215	60,807	56,524	58,836	58,836	58,836
51340	Library Assistants (2)	48,464	47,282	47,549	58,839	53,366	53,366
51360	Library Aides (8)	100,795	116,635	127,630	120,343	120,343	120,343
51910	FICA & Medicare	15,878	16,446	17,725	18,208	17,790	17,790
51920	Workers Compensation	622	828	750	886	886	886
51931	Health & Dental	29,505	23,786	29,625	31,272	30,663	30,663
51933	Disability	360	282	335	359	359	359
51934	Life Insurance	77	63	80	76	76	76
51935	City Retirement Plan	12,308	9,058	14,906	17,390	17,390	17,390
51936	Flexible Benefits Administration	42	21	60	42	42	42
	<b>Personnel Services</b>	<b>\$275,267</b>	<b>\$ 275,208</b>	<b>\$ 295,184</b>	<b>\$ 306,251</b>	<b>\$299,751</b>	<b>\$299,751</b>
52210	Telephone/Alarms	2,764	2,235	3,000	3,000	3,000	3,000
52330	Building Maintenance	4,525	4,568	3,500	3,500	3,500	3,500
52420	Computer Maintenance	715	255	1,000	1,000	1,000	1,000
52510	Electricity	10,751	10,074	9,800	13,560	13,560	13,560
52520	Natural Gas	4,789	5,043	4,500	5,000	5,000	5,000
53110	Operating Supplies	3,120	3,768	3,500	3,500	3,500	3,500
53115	Book Repair & Supplies	3,854	5,666	4,500	4,000	4,000	4,000

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
53116	Ready to Read Program	0	0	1,530	1,346	1,346	1,346
53118	Postage	302	337	300	300	300	300
54130	Training/Conferences	914	1,436	1,500	1,500	1,500	1,500
54140	Travel	101	321	300	300	300	300
62010	Contract Services - Custodial	846	11,382	12,000	5,000	5,000	5,000
62120	Contract Services - IT	0	0	0	7,000	7,000	7,000
62115	Professional Services (CCRLS)	3,804	3,662	2,900	1,000	1,000	1,000
63110	Audit	0	1,500	1,500	1,500	1,500	1,500
63120	Insurance	4,256	4,254	4,830	10,000	10,000	10,000
	<b>Materials and Services</b>	<b>\$ 40,741</b>	<b>\$ 54,501</b>	<b>\$ 54,660</b>	<b>\$ 61,506</b>	<b>\$ 61,506</b>	<b>\$ 61,506</b>
71200	Equipment	4,515	3,134	3,470	2,970	2,970	2,970
71210	Levy Funded Equipment	0	0	40,000	0	0	0
72110	Books	20,577	22,611	20,000	20,000	20,000	20,000
72115	Children's Books	6,430	6,807	7,200	7,700	7,700	7,700
72120	Reference Material	1,083	1,331	2,000	1,500	1,500	1,500
72130	Audio Visual	2,904	3,776	3,500	3,500	3,500	3,500
72135	Children's Audio Visual	1,629	1,533	1,500	2,000	2,000	2,000
72140	Periodicals	2,556	2,466	2,500	2,500	2,500	2,500
72142	Adult Programming	0	440	300	300	300	300
72145	Children's Programming	370	2,504	2,500	2,500	2,500	2,500
	<b>Capital Outlay</b>	<b>\$ 40,065</b>	<b>\$ 44,602</b>	<b>\$ 82,970</b>	<b>\$ 42,970</b>	<b>\$ 42,970</b>	<b>\$ 42,970</b>
95110	Contingency	0	0	18,773	23,341	23,341	23,341
99100	Unappropriated Funds	33,364	66,958	0	0	0	0
	<b>Contingency/Unappropriated</b>	<b>\$ 33,364</b>	<b>\$ 66,958</b>	<b>\$ 18,773</b>	<b>\$ 23,341</b>	<b>\$ 23,341</b>	<b>\$ 23,341</b>
<b>Total Expenditures</b>		<b>\$389,437</b>	<b>\$ 441,269</b>	<b>\$ 451,587</b>	<b>\$ 434,068</b>	<b>\$427,568</b>	<b>\$427,568</b>
<b>Total Library Revenues</b>		<b>\$389,437</b>	<b>\$ 442,269</b>	<b>\$ 451,587</b>	<b>\$ 434,068</b>	<b>\$427,568</b>	<b>\$427,568</b>
<b>Total Library Expenditures</b>		<b>\$389,437</b>	<b>\$ 441,269</b>	<b>\$ 451,587</b>	<b>\$ 434,068</b>	<b>\$427,568</b>	<b>\$427,568</b>



# Water Enterprise Fund

The **Water Enterprise Fund** provides funding for the treatment and delivery of clean water to the City's residents and customers.

The City of Stayton water system includes facilities to treat, store, pump and deliver excellent drinking water to our customers.

Raw water is delivered from the North Santiam River via the Reid Power Canal to the City's Water Treatment Facility on 1<sup>st</sup> Avenue.

The City treats the raw water at the plant using the city's slow sand filtration system. Once the water is treated, it is chlorinated and then delivered to residential, commercial, and industrial customers through 44.5 miles of water transmission and distribution lines. The City stores water in the 5.0 million gallon reservoir on E. Pine Street. The reservoir and pump system pressurizes the water system and provides fire storage and an equivalent of three (3) days daily use.

Last year the City produced 816.9 million gallons of water and delivered it to Stayton residents, businesses and industries. NORPAC Foods is the city's largest customer. They used 259 million gallons in 2009. During a peak summer day, the City of Stayton produces and delivers 3.98 million gallons of high quality drinking water to its customers.

As an enterprise fund, service revenues paid by customers must cover all costs of operating the City of Stayton water system including personnel, materials and services, capital outlay, debt service and major renovations and repairs to the water system.

## **Alignment with Council Goals:**

### **Council Goal #1: Improve Public Infrastructure**

- Continue to improve public infrastructure to meet the demands of a growing community.

### **Council Goal #5: Enhance the Livability of Stayton**

- Improve the livability and quality of life for Stayton residents through the provision of excellent public facilities and public spaces.

## **Implementation Strategy:**

The Water Enterprise Fund includes the completion of one major construction project in FY 2010-2011 and a number of on-going maintenance programs.



### **1. Water Treatment Plant Improvements.**

Emery & Sons Construction, Inc. will complete the \$3.6 million water treatment plant improvement project by September 1, 2010. Emery & Sons rebuilt Filter Bed #3, replaced all electrical panels, installed new energy efficient pumps, painted the interior and exterior of the chlorine contact clearwell, added an emergency generator to ensure water can be treated during major power outages and installed new electronic controls. In addition, the E. Pine Street Booster Pump Station was rehabilitated with new energy efficient variable speed pumps and a backup generator.

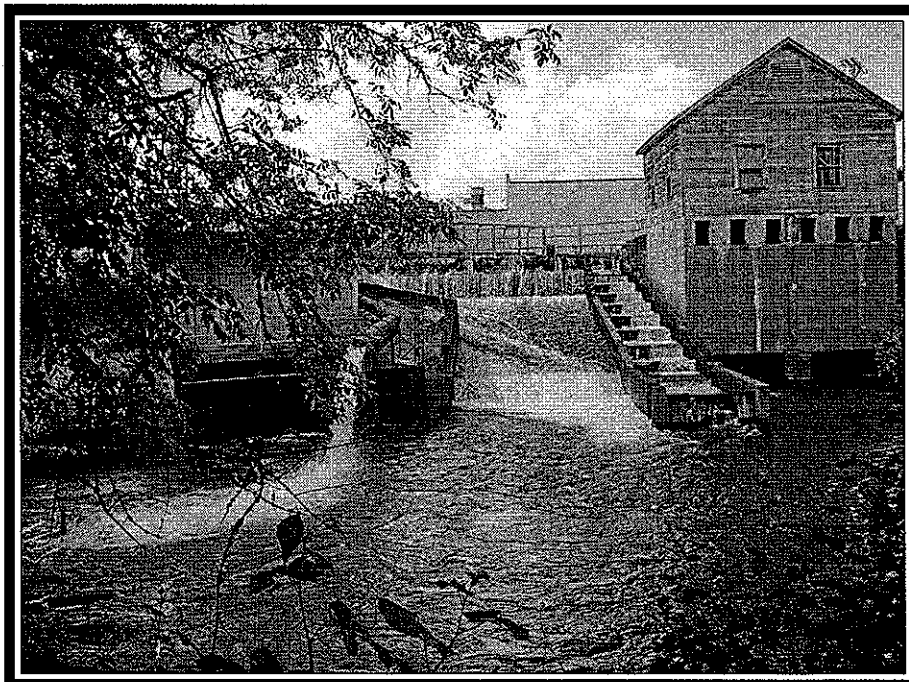
# Water Enterprise Fund Continued

## Implementation Strategy continued:

The City has two backup wells to supply water when the N. Santiam River turbidity is high. We have a need to use these backup wells every year, but only on an occasional basis. During a typical year, Chief Water Treatment Plant Operator Bob Zeller estimates we may need to rely on the wells to provide drinking water a total of 3-4 weeks. Neither of these two wells are year-round backup wells.

In November 2009, the City initiated a review of the two backup wells at the water treatment plant to determine if they can be rehabilitated or not. The City contracted with Groundwater Solutions, Inc. (GSI) to complete a field assessment, review the existing iron bacteria contamination, evaluate water chemistry and make recommendations to the City on options available. In March 2010, the City received GSI's preliminary report and findings.

1. **50 Well.** This 1930's era well is on the north side of the Water Treatment Plant and near the Power Canal discharge. Based on the GSI report, we conclude this well has too many iron bacteria and pH issues to rehabilitate it. GSI and City staff recommend it be decommissioned. The decommissioning will cost between \$14,000 to \$20,000.
2. **75 Well.** This well, developed in 1957, is next to the N. Santiam River east of the water plant along the trail to Riverfront Park. GSI and City staff conclude this well can be rehabilitated. In March 2010, the City requested cost estimates from Stettler Supply and Emery and Sons Construction. It may cost up to \$150,000 to fully rehabilitate the 75 Well. If successful, the well production could increase from 70-200 gpm to 900-1200 gpm, which would meet the City's long term needs for a backup water supply. Work will include cleaning the well, 24' Rainey collection lateral, and the installation of a pump, motor, electrical, controls, building rehab, etc.
3. **Replacements.** Install radio read meters in high traffic areas of the City, such as Wilco Road and Shaff Road.
4. **Service Line & Valve Replacements.** Continue the monthly program to replace 4 service lines per month. The City continues to exercise water valves regularly and replace damaged or inoperable valves as they are identified to improve the operational efficiency of the water transmission and distribution system.



**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 20 - Water Enterprise Fund**

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	404,070	458,891	180,577	261,169	261,169	261,169
	<b>30 - Beginning Fund Balance</b>	<b>\$ 404,070</b>	<b>\$ 458,891</b>	<b>\$ 180,577</b>	<b>\$ 261,169</b>	<b>\$ 261,169</b>	<b>\$ 261,169</b>
44200	Customer Receipts	1,245,572	1,323,437	1,600,080	1,720,086	1,720,086	1,720,086
	<b>32 - Charges For Services</b>	<b>\$ 1,245,572</b>	<b>\$ 1,323,437</b>	<b>\$ 1,600,080</b>	<b>\$ 1,720,086</b>	<b>\$ 1,720,086</b>	<b>\$ 1,720,086</b>
44300	Hook Up Fees	11,671	9,297	9,000	9,000	9,000	9,000
49501	Late Fees	18,697	19,410	20,000	20,000	20,000	20,000
	<b>35 - Licenses, Permits and Fees</b>	<b>\$ 30,368</b>	<b>\$ 28,707</b>	<b>\$ 29,000</b>	<b>\$ 29,000</b>	<b>\$ 29,000</b>	<b>\$ 29,000</b>
43500	Earned Interest	17,610	9,711	9,000	1,300	1,300	1,300
	<b>38 - Interest</b>	<b>\$ 17,610</b>	<b>\$ 9,711</b>	<b>\$ 9,000</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>
45230	Developer Reimbursement	0	0	0	0	0	0
47251	Insurance Proceeds	0	0	0	10,000	10,000	10,000
48200	Transfer from SDC	106,275	108,140	108,140	108,140	108,140	108,140
49500	Miscellaneous	2,213	3,915	29,000	1,500	1,500	1,500
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 108,488</b>	<b>\$ 112,055</b>	<b>\$ 137,140</b>	<b>\$ 119,640</b>	<b>\$ 119,640</b>	<b>\$ 119,640</b>
<b>Total Revenues</b>		<b>\$ 1,806,108</b>	<b>\$ 1,932,801</b>	<b>\$ 1,955,797</b>	<b>\$ 2,131,195</b>	<b>\$ 2,131,195</b>	<b>\$ 2,131,195</b>

**Expenses**

51150	Public Works Supervisor	48,671	63,970	61,546	64,400	64,400	64,400
51420	Clerk	16,828	17,464	17,724	17,868	17,868	17,868
51430	Plant Operator (0.5)	32,043	8,950	0	0	0	0
51435	Chief Operator (1)	0	0	62,928	63,420	63,420	63,420
51440	Maintenance Worker (3)	119,779	182,590	132,912	133,956	133,956	133,956
51470	Utility Clerk	18,209	19,098	19,386	19,536	19,536	19,536
51710	Weekend Duty	0	0	5,500	5,500	5,500	5,500
51720	Overtime Pay	5,413	3,595	6,000	6,000	6,000	6,000
51730	Holiday Pay	0	0	1,500	1,500	1,500	1,500
51910	FICA & Medicare	17,560	21,383	23,523	23,882	23,882	23,882
51920	Workers Compensation	8,770	11,487	13,500	12,583	12,583	12,583
51931	Health & Dental	56,865	63,641	75,624	73,734	73,734	73,734
51933	Disability	716	806	901	940	940	940
51934	Life Insurance	175	186	190	190	190	190
51935	City Retirement Plan	27,052	29,185	41,545	44,609	44,609	44,609
51936	Flexible Benefits Administration	84	123	240	240	240	240
	<b>Personnel Services</b>	<b>\$ 352,164</b>	<b>\$ 422,478</b>	<b>\$ 463,019</b>	<b>\$ 468,358</b>	<b>\$ 468,358</b>	<b>\$ 468,358</b>
52110	Office Supplies	1,595	657	1,200	1,200	1,200	1,200
52120	Billing Supplies	10,201	10,438	12,500	12,500	12,500	12,500
52210	Telephone/Alarms	5,316	6,396	5,000	5,000	5,000	5,000
52420	Computer Expense	43	34	1,500	1,500	1,500	1,500
52510	Electricity	94,944	90,640	92,000	106,200	106,200	106,200
52520	Natural Gas	2,953	2,676	3,500	3,500	3,500	3,500
52600	Bad Debt Expense	204	156	0	0	0	0
54110	Uniforms	2,082	2,246	2,500	2,500	2,500	2,500
54130	Training/Conferences	3,626	3,519	4,000	4,000	4,000	4,000
55110	Plant Operating Expense	36,465	31,933	52,500	55,000	55,000	55,000
55120	System Operating Expense	215,198	179,985	159,846	160,000	160,000	160,000
56130	Water Supply	27,001	28,459	29,822	29,822	29,822	29,822
58110	Gasoline & Diesel	12,312	8,765	11,500	11,500	11,500	11,500
58120	Vehicle Maintenance/Repair	7,818	6,108	8,500	8,500	8,500	8,500
62013	Website Maintenance	1,439	0	1,500	1,500	1,500	1,500
62120	Contract Services	1,988	0	2,500	2,500	2,500	2,500
62170	Contract Engineer	15,393	24,208	20,000	20,000	20,000	20,000
63110	Audit	4,000	4,335	13,500	13,500	13,500	13,500

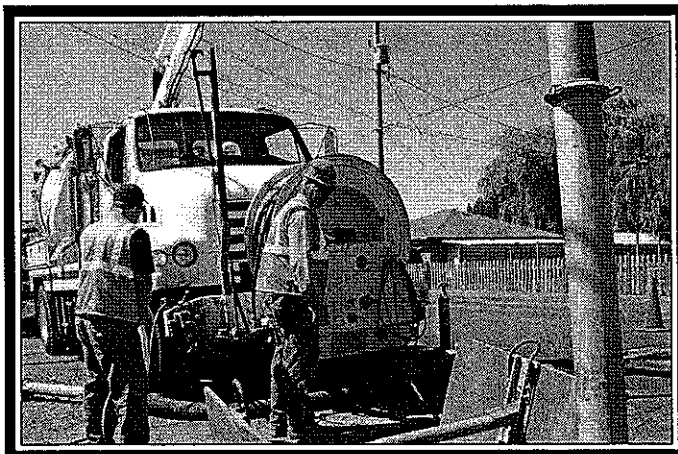
**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
63120	Insurance	21,280	21,271	24,150	32,000	32,000	32,000
65110	Bond Registrar Fees	400	400	750	750	750	750
	<b>Materials and Services</b>	<b>\$ 464,258</b>	<b>\$ 422,226</b>	<b>\$ 446,768</b>	<b>\$ 471,472</b>	<b>\$ 471,472</b>	<b>\$ 471,472</b>
71200	Equipment	69,420	2,955	5,000	5,000	5,000	5,000
74115	Insurance Repairs	0	0	0	10,000	10,000	10,000
74110	Plant Improvements	0	0	28,500	15,000	15,000	15,000
74120	System Improvements	0	422,151	45,000	45,000	45,000	45,000
	<b>Capital Outlay</b>	<b>\$ 69,420</b>	<b>\$ 425,106</b>	<b>\$ 78,500</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>
81130	Refund Bond Principal	145,000	155,000	160,000	160,000	160,000	160,000
81140	OEDD Principal (1993)	30,951	32,557	34,250	36,100	36,100	36,100
81210	Refund Bond Interest	23,330	17,175	10,480	3,520	3,520	3,520
81240	OEDD Interest (1993)	13,155	11,549	10,000	8,100	8,100	8,100
81320	OECD Principal (2011)	0	0	0	195,000	195,000	195,000
81340	OECD Interest (2011)	0	0	0	195,000	195,000	195,000
	<b>Debt Service</b>	<b>\$ 212,436</b>	<b>\$ 216,281</b>	<b>\$ 214,730</b>	<b>\$ 597,720</b>	<b>\$ 597,720</b>	<b>\$ 597,720</b>
90110	Transfer To General Fund	98,700	108,570	128,570	135,000	135,000	135,000
90115	Transfer To Public Works Admin Fund	123,270	131,967	160,000	169,000	169,000	169,000
90150	Transfer to Facilities Development Fund	0	0	0	10,000	10,000	10,000
90155	Transfer To Vehicle Replacement Fund	26,970	26,970	36,967	36,967	36,967	36,967
	<b>Transfers</b>	<b>\$ 248,940</b>	<b>\$ 267,507</b>	<b>\$ 325,537</b>	<b>\$ 350,967</b>	<b>\$ 350,967</b>	<b>\$ 350,967</b>
95110	Contingency	0	0	163,057	104,870	104,870	104,870
95140	Debt Reserve Fund	0	0	181,186	0	0	0
99100	Unappropriated Balance	458,891	179,203	85,000	62,808	62,808	62,808
	<b>Contingency/Unappropriated</b>	<b>\$ 458,891</b>	<b>\$ 179,203</b>	<b>\$ 429,243</b>	<b>\$ 167,678</b>	<b>\$ 167,678</b>	<b>\$ 167,678</b>
<b>Total Expenses</b>		<b>\$ 1,806,108</b>	<b>\$ 1,932,801</b>	<b>\$ 1,955,797</b>	<b>\$ 2,131,195</b>	<b>\$ 2,131,195</b>	<b>\$ 2,131,195</b>
<b>Total Water Revenues</b>		<b>\$ 1,806,108</b>	<b>\$ 1,932,801</b>	<b>\$ 1,955,797</b>	<b>\$ 2,131,195</b>	<b>\$ 2,131,195</b>	<b>\$ 2,131,195</b>
<b>Total Water Expenses</b>		<b>\$ 1,806,108</b>	<b>\$ 1,932,801</b>	<b>\$ 1,955,797</b>	<b>\$ 2,131,195</b>	<b>\$ 2,131,195</b>	<b>\$ 2,131,195</b>

# Sewer Enterprise Fund

**The Sewer Enterprise Fund** provides funding to transport and treat raw sewerage for residential, commercial, and industrial customers in Stayton and Sublimity. Sewerage is delivered to the Wastewater Treatment Plant via 33 miles of sanitary sewer collection lines and 5 sanitary sewer lift stations in Stayton. Annual maintenance objectives include sewer line cleaning, televising, repair, replacement, lift station maintenance, treatment plant maintenance, pump maintenance, sludge disposal, tracking and billing sewer charges, etc. Revenues for this fund are received from Stayton sewer user fees as well as monthly flow-related fees from the City of Sublimity.

As an enterprise fund, revenues paid by customers must cover all costs for the City of Stayton wastewater collection, treatment and biosolids disposal system including personnel, materials and services, capital outlay and debt service.



## **Alignment with Council Goals:**

### **Council Goal #1: Improve Public Infrastructure**

Continue to improve public infrastructure to meet the demands of a growing community.

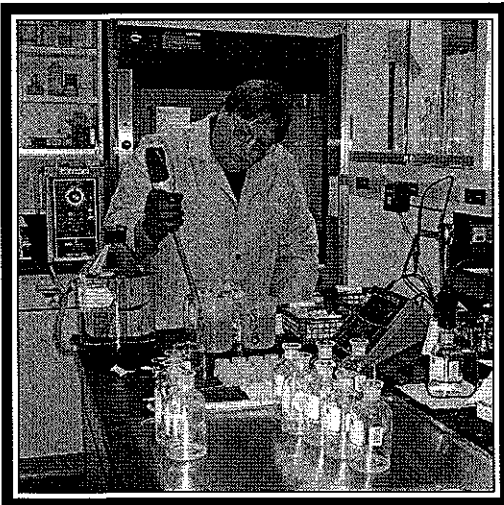
## **Implementation Strategy:**

The Wastewater Enterprise Fund includes several major construction projects in FY 2010-2011 and a number of on-going maintenance programs.

**Wastewater Treatment Plant Improvements.** The City has received preliminary approval of an \$11.3 million financing package from the U. S. Department of Agriculture's Rural Utilities Services (USDA-RUS) program. The City is waiting for a final determination of the total grant and loan amounts of the funding package before proceeding with advertising the project for bid. The Oregon Department of Environmental Quality (DEQ) and USDA-RUS have both approved the construction plans and bid documents. The scope of the project increased in 2009 when USDA informed the City that federal stimulus funds might be available to supplement the original USDA loan package. Consequently, Keller Associates and City staff outlined a revised scope of work for the project. Improvements to the wastewater treatment facility will include upgrades to the ultraviolet disinfection system, new rotating drum screen, a new selector cell, upgrades to the solids handling facilities, a rehab of an existing sludge tank, a new sludge dryer, and the modifications to the water system. The project also includes construction of a new maintenance and storage building at the WWTP plant site. Depending on when financing is approved by USDA, construction will begin in late summer or fall 2010 and will take two years to be completed.

## **Revenue Assumptions:**

The Wastewater Fund relies on revenues from monthly Wastewater bills. The City has 2,436 Wastewater customers including 2,223 residential, 171 commercial, 16 industrial and 26 public/other.



Under terms of the RUS loan agreement the City will agree to charge wastewater utility rates that will guarantee repayment of the loan and on-going maintenance and operation of the system. One component of the City's loan application was a revenue forecast and utility rate analysis prepared by the City's financial advisor Ray Bartlett, Economic & Financial Analysis. USDA and Mr. Bartlett have been fine-tuning the cash flow projections for the project in early 2010. Due to delays in USDA's financing review, the City Council elected to postpone the proposed 2009 rate increase. The City can expect sewer rate increases for the next three to four years to cover debt service costs. The first rate increase will be needed in July 2010.

## **PERSONNEL SERVICES:**

Current staffing includes the Wastewater Supervisor, five Maintenance Worker positions, a .5 FTE position shared with the Water Fund, one student from Linn-Benton Community College (LBCC) and portions of the salaries of the Receptionist/Cashier and Utility Billing Clerk.

The City has 5 employees with 80+ years of experience in Wastewater systems treatment, operation and maintenance.

# Sewer Enterprise Fund Continued

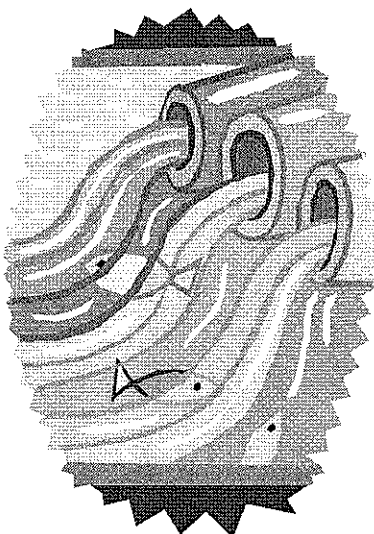
## MATERIALS AND SERVICES:

Materials and services covers all regular operating and maintenance expenses for the wastewater treatment plant, biosolids handling, pump stations and sewer collection system. Here are a few comments on major line items:

55110	Plant Operating Expense	200,000	Lab: Testing for NPDES permit compliance including lab equipment, chemicals, testing supplies, contract lab testing fees, & safety items. Plant: Replacement filters, lights, drives, belts, media, safety items, building/grounds maintenance & repairs, UV lights and covers. Replacement parts and equipment for all circuit boards, pumps, valves, motors, and controllers. Emergency repairs—\$45,000. Spare parts—\$31,500. Purchase of spare parts as recommended in the WWTP Master Plan. Contractors—\$50,000. Scheduled and unscheduled maintenance by contractors to mechanical, electrical, instrumentation and controls. JeTech training for process control.
55120	System Operating Expense	180,000	Lift Stations—\$25,000. Regularly scheduled maintenance and emergency repairs to the sewer lift stations. Collection System: Safety items, testing supplies, locating equipment, grounds maintenance of lift stations, TV Inspection & Cleaning — \$130,000. Contract with C-More Pimpe to perform annual maintenance program (4th year of 5 year contract). Includes line repairs, manhole repairs, smoke testing as problems are identified during inspections and cleaning.
56110	Sludge Disposal	65,000	Chemicals (polymer and quicklime), testing, materials for the belt press sludge disposal system. Rock for roads at biosolids application sites.

## CAPITAL OUTLAY:

Capital outlay expenses include a public improvement or equipment replacement that has an asset life of 5 years or longer and is valued at more than \$5,000. The WWTP upgrade is budgeted in the Sewer Construction Fund.



**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 30 - Sewer Enterprise Fund**

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	2,674,899	2,781,858	2,654,170	2,051,807	2,051,807	2,051,807
	<b>30 - Beginning Fund Balance</b>	<b>\$ 2,674,899</b>	<b>\$ 2,781,858</b>	<b>\$ 2,654,170</b>	<b>\$ 2,051,807</b>	<b>\$ 2,051,807</b>	<b>\$ 2,051,807</b>
44100	Sublimity Contract	262,035	256,463	315,000	279,500	279,500	279,500
44101	Sublimity Loan Repayment	94,268	144,243	142,945	142,945	142,945	142,945
44200	Customer Receipts	1,667,900	1,754,806	1,837,500	1,885,050	1,885,050	1,885,050
	<b>32 - Charges For Services</b>	<b>\$ 2,024,203</b>	<b>\$ 2,155,512</b>	<b>\$ 2,295,445</b>	<b>\$ 2,307,495</b>	<b>\$ 2,307,495</b>	<b>\$ 2,307,495</b>
43500	Earned Interest	117,229	55,053	53,083	28,500	28,500	28,500
	<b>38 - Interest</b>	<b>\$ 117,229</b>	<b>\$ 55,053</b>	<b>\$ 53,083</b>	<b>\$ 28,500</b>	<b>\$ 28,500</b>	<b>\$ 28,500</b>
45230	Developer Reimbursements	0	0	0	0	0	0
48200	Transfer From SDC	133,265	147,380	150,000	150,000	150,000	150,000
49500	Miscellaneous	10	7,750	0	1,000	1,000	1,000
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 133,275</b>	<b>\$ 155,130</b>	<b>\$ 150,000</b>	<b>\$ 151,000</b>	<b>\$ 151,000</b>	<b>\$ 151,000</b>
<b>Total Revenues</b>		<b>\$ 4,949,606</b>	<b>\$ 5,147,553</b>	<b>\$ 5,152,698</b>	<b>\$ 4,538,802</b>	<b>\$ 4,538,802</b>	<b>\$ 4,538,802</b>

**Expenses**

51155	Wastewater Supervisor	48,487	55,169	61,464	61,956	61,956	61,956
51390	Seasonal and Part-Time Staff	10,521	5,153	0	0	0	0
51391	Temporary Employees	8,840	0	0	0	0	0
51420	Clerk	16,828	17,464	17,724	17,868	17,868	17,868
51425	Chief Operator	0	0	57,044	57,491	57,491	57,491
51430	Plant Operator (5.5)	171,966	179,694	195,160	234,767	234,767	234,767
51440	Maintenance Worker 25%	0	1,908	0	2,500	2,500	2,500
51470	Utility Clerk	18,209	19,098	19,386	19,536	19,536	19,536
51710	Weekend Duty	0	0	6,000	6,000	6,000	6,000
51720	Overtime Pay	2,827	1,645	4,000	4,000	4,000	4,000
51730	Holiday Pay	0	0	675	675	675	675
51910	FICA & Medicare	20,440	20,514	27,651	30,967	30,967	30,967
51920	Workers Compensation	10,080	11,060	12,500	14,356	14,356	14,356
51931	Health & Dental	57,053	60,552	99,904	86,622	86,622	86,622
51933	Disability	871	958	1,328	1,568	1,568	1,568
51934	Life Insurance	202	220	266	304	304	304
51935	City Retirement Plan	30,449	31,854	56,632	69,974	69,974	69,974
51936	Flexible Benefits Administration	77	81	360	240	240	240
	<b>Personnel Services</b>	<b>\$ 396,850</b>	<b>\$ 405,368</b>	<b>\$ 560,094</b>	<b>\$ 608,824</b>	<b>\$ 608,824</b>	<b>\$ 608,824</b>
52110	Office Supplies	2,095	2,136	1,500	1,500	1,500	1,500
52120	Billing Supplies	17,322	10,530	11,200	12,500	12,500	12,500
52210	Telephone/Alarms	3,279	6,530	6,840	6,200	6,200	6,200
52420	Computer Expense	6,449	22,243	8,500	8,500	8,500	8,500
52510	Electricity	139,750	138,217	142,750	161,308	161,308	161,308
52530	Water	7,073	0	0	0	0	0
52600	Bad Debt Expense	163	72	0	0	0	0
54110	Uniforms	3,009	2,005	3,045	3,045	3,045	3,045
54120	Memberships	1,386	881	1,935	1,935	1,935	1,935
54130	Training/Conferences	5,291	4,836	6,180	5,000	5,000	5,000
55110	Plant Operating Expense	193,884	86,431	221,265	200,000	200,000	200,000
55115	Permit - NPDES	12,116	10,792	9,785	23,765	23,765	23,765
55120	System Operating Expense	130,061	158,939	179,560	180,000	180,000	180,000
55121	Mill Creek Sewer Maintenance	16,083	11,504	28,850	10,000	10,000	10,000
55124	Storm System Operating Expense	0	514	20,000	20,000	20,000	20,000
56110	Sludge Disposal	59,129	43,630	59,375	65,000	65,000	65,000
58110	Gasoline & Diesel	8,741	5,964	6,955	6,500	6,500	6,500
58120	Vehicle Maintenance/Repair	9,453	10,700	6,970	10,000	10,000	10,000
62120	Contract Services	149,922	3,868	31,775	31,775	31,775	31,775
62135	Contract Stormwater Master Plan	32,151	8,125	15,000	2,500	2,500	2,500
62150	Contract Legal	0	9,020	10,000	25,000	25,000	25,000
62170	Contract Engineer	25,056	61,083	20,000	10,000	10,000	10,000
62180	Contract I&I Evaluation	7,781	7,781	0	0	0	0

**City of Stayton, Oregon  
Fiscal Year 2010 - 2011 Budget**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
63110	Audit	4,000	4,335	13,500	13,500	13,500	13,500
63120	Insurance	42,059	41,971	47,000	45,512	45,512	45,512
	<b>Materials and Services</b>	<b>\$ 876,252</b>	<b>\$ 652,107</b>	<b>\$ 851,965</b>	<b>\$ 843,540</b>	<b>\$ 843,540</b>	<b>\$ 843,540</b>
71100	Vehicles	24,662	24,662	0	0	0	0
74110	Plant Improvements	37,651	333,625	100,000	19,000	19,000	19,000
74120	System Improvements	99,257	99,257	200,000	150,000	150,000	150,000
	<b>Capital Outlay</b>	<b>\$ 161,569</b>	<b>\$ 457,543</b>	<b>\$ 300,000</b>	<b>\$ 169,000</b>	<b>\$ 169,000</b>	<b>\$ 169,000</b>
81150	State Revolving Loan Fund Principal	1,000	127,269	175,022	180,170	180,170	180,170
81250	State Revolving Loan Fund Interest	221,803	191,541	143,152	116,890	116,890	116,890
81260	State Revolving Service Fee	0	0	0	20,250	20,250	20,250
81410	RD Bond Principal	39,201	42,646	43,900	46,091	46,091	46,091
81420	RD Bond Interest	132,842	129,397	128,148	125,952	125,952	125,952
	<b>Debt Service</b>	<b>\$ 394,846</b>	<b>\$ 490,853</b>	<b>\$ 490,222</b>	<b>\$ 489,353</b>	<b>\$ 489,353</b>	<b>\$ 489,353</b>
90110	Transfer To General Fund	138,760	152,636	157,215	165,075	165,075	165,075
90115	Transfer To Public Works Admin Fund	123,270	131,967	160,000	169,000	169,000	169,000
90150	Transfer to Facilities Development Fund	0	0	0	11,000	11,000	11,000
90155	Transfer To Vehicle Replacement Fund	76,200	76,200	76,200	76,200	76,200	76,200
90183	Transfer to Sewer Construction Fund	0	0	849,000	300,000	300,000	300,000
	<b>Transfers</b>	<b>\$ 338,230</b>	<b>\$ 360,803</b>	<b>\$ 1,242,415</b>	<b>\$ 721,275</b>	<b>\$ 721,275</b>	<b>\$ 721,275</b>
95110	Contingency	203,634	0	96	865,280	865,280	865,280
95140	Debt Reserve Fund	244,750	491,270	491,270	491,270	491,270	491,270
99100	Unappropriated Balance	2,333,475	2,289,610	1,216,636	350,260	350,260	350,260
	<b>Contingency/Unappropriated</b>	<b>\$ 2,781,859</b>	<b>\$ 2,780,880</b>	<b>\$ 1,708,002</b>	<b>\$ 1,706,810</b>	<b>\$ 1,706,810</b>	<b>\$ 1,706,810</b>
<b>Total Expenses</b>		<b>\$ 4,949,606</b>	<b>\$ 5,147,553</b>	<b>\$ 5,152,698</b>	<b>\$ 4,538,802</b>	<b>\$ 4,538,802</b>	<b>\$ 4,538,802</b>
<b>Total Sewer Revenues</b>		<b>\$ 4,949,606</b>	<b>\$ 5,147,553</b>	<b>\$ 5,152,698</b>	<b>\$ 4,538,802</b>	<b>\$ 4,538,802</b>	<b>\$ 4,538,802</b>
<b>Total Sewer Expenses</b>		<b>\$ 4,949,606</b>	<b>\$ 5,147,553</b>	<b>\$ 5,152,698</b>	<b>\$ 4,538,802</b>	<b>\$ 4,538,802</b>	<b>\$ 4,538,802</b>





# Street Fund

**The Street Fund** provides funding to maintain 34.6 curb miles of improved streets (striping, sweeping, patching, overlays, slurry seals, etc.) and limited maintenance on 14.4 miles of unimproved streets (dust control, limited pothole patching, etc.).

This budget also provides funding to meet annual maintenance objectives (directional and regulatory signage, signal electrical costs, striping, dust control, street tree maintenance, leaf clean-up, storm drainage, bike path, traffic control, pavement management, and engineering, etc.).

## **Alignment with Council Goals:**

### **Council Goal #1: Improve Public Infrastructure**

Continue to improve public infrastructure to meet the demands of a growing community.

#### **Priorities:**

Identify and implement a Street financing funding package.

## **Implementation Strategy:**

The Street Fund has limited ability to finance street maintenance programs and activities without the implementation of a local funding source to supplement the Oregon State Gas Tax distribution to the City. In 2009-2010 ODOT awarded Stayton \$167,293 in federal stimulus funds and a \$77,567 STP grant to be used for street maintenance. The City staff views these as a one-time infusion of funds, not a long-term solution. The City Council is considering a new funding package which may include a Transportation Maintenance Fee and/or a general obligation bond.

Public Works Sr. Engineering Technician Mike Brash and John Ashley, P.E. have completed a rewrite of Stayton's Public Works Design Standards and Construction Specifications. As of March 1, 2010, these were 95% complete and will be presented to the City Council for consideration prior to July 1, 2010.

## **PERSONNEL SERVICES:**

One full-time Maintenance Worker position is funded by the Street Fund. The Street Fund will no longer pay for a portion of the PW Supervisor's salary.

## **MATERIALS AND SERVICES:**

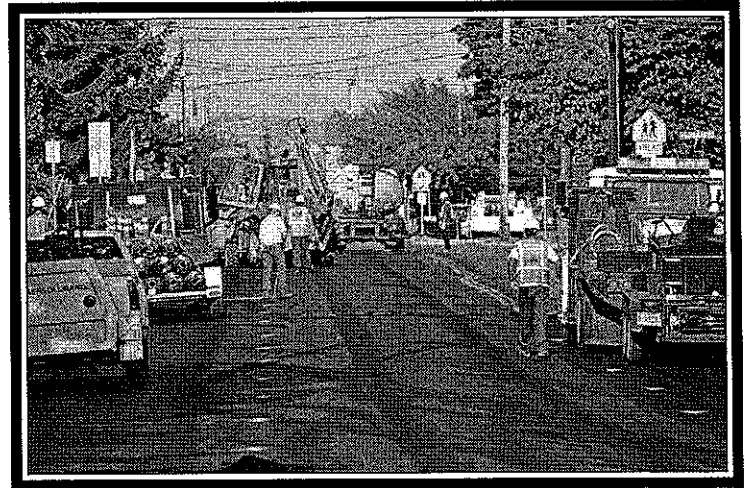
Here is a brief explanation of some of the expense line items:

52510	Electricity	2,825	Traffic signals and controls.
55180	Street Tree Maintenance	5,000	Year 3 - On-going maintenance of street trees in parking strips to remove limbs that are safety hazards, obstruct view or impede the street sweeper and garbage trucks.
55170	Storm Drain Maintenance	1,000	Minor repairs to catch basins, inlets or to damaged pipes.
55190	Street Maintenance/Repair	55,000	Routine maintenance includes pot hole patching, dust control, sign replacement or repair, striping, sanding, snow removal, etc.
56120	Sidewalk/Bikeway Maintenance	1,000	Minor sidewalk repairs only.
62170	Contract Engineer	10,000	General Engineering Services related to street projects

## **CAPITAL OUTLAY:**

Capital outlay expenses includes a public improvement or equipment replacement that has an asset life of 5 years or longer and is valued at more than \$5,000.

75400	Street Reconstruction	70,000	Small reconstructions as needed.
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**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 40 - Street Fund**

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	120,312	32,090	53,844	30,500	30,500	30,500
	<b>30 - Beginning Fund Balance</b>	<b>\$ 120,312</b>	<b>\$ 32,090</b>	<b>\$ 53,844</b>	<b>\$ 30,500</b>	<b>\$ 30,500</b>	<b>\$ 30,500</b>
41300	State Gas Tax	335,712	300,976	340,000	310,000	310,000	310,000
41310	Stimulus Package - STP Formula	0	0	167,293	0	0	0
41340	TGM Grant for TSP Update	0	0	85,000	0	0	0
43870	ODOT/STP Grant	0	67,304	77,567	77,567	77,567	77,567
	<b>37 - Intergovernmental</b>	<b>\$ 335,712</b>	<b>\$ 368,280</b>	<b>\$ 669,860</b>	<b>\$ 387,567</b>	<b>\$ 387,567</b>	<b>\$ 387,567</b>
43500	Earned Interest	3,127	952	1,000	500	500	500
	<b>38 - Interest</b>	<b>\$ 3,127</b>	<b>\$ 952</b>	<b>\$ 1,000</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
43200	Assessment Principal	960	560	600	600	600	600
45230	Developer Reimbursement	0	235	0	0	0	0
47100	Transfer From General Fund	0	0	50,000	0	0	0
49500	Miscellaneous	0	0	0	0	0	0
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 960</b>	<b>\$ 795</b>	<b>\$ 50,600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
<b>Total Revenues</b>		<b>\$ 460,112</b>	<b>\$ 402,117</b>	<b>\$ 775,304</b>	<b>\$ 419,167</b>	<b>\$ 419,167</b>	<b>\$ 419,167</b>

**Expenditures**

51150	Public Works Supervisor	12,168	0	0	0	0	0
51440	Maintenance Worker	33,656	41,624	44,304	44,652	44,652	44,652
51720	Overtime	1,772	891	2,500	2,500	2,500	2,500
51910	FICA & Medicare	3,445	3,876	3,581	3,607	3,607	3,607
51920	Workers Compensation	2,023	2,222	2,271	3,577	3,577	3,577
51931	Health & Dental	14,546	15,585	17,676	17,916	17,916	17,916
51933	Disability	132	147	174	174	174	174
51934	Life Insurance	38	38	38	38	38	38
51935	City Retirement Plan	5,048	5,536	7,576	8,484	8,484	8,484
51936	Flexible Benefits Administration	42	42	60	42	42	42
	<b>Personnel Services</b>	<b>\$ 72,870</b>	<b>\$ 69,961</b>	<b>\$ 78,180</b>	<b>\$ 80,990</b>	<b>\$ 80,990</b>	<b>\$ 80,990</b>
52110	Office Supplies	305	85	100	100	100	100
52510	Electricity	2,833	2,463	2,500	2,825	2,825	2,825
54110	Uniforms	378	437	500	500	500	500
54120	Memberships	0	0	100	0	0	0
54130	Training/Conferences	589	958	1,000	1,000	1,000	1,000
54160	Transportation Plan (TGM)	0	0	100,000	15,000	15,000	15,000
55170	Storm Drain Maint/Repair	15,391	3,339	5,500	1,000	1,000	1,000
55180	Street Tree Maintenance	0	0	5,000	5,000	5,000	5,000
55190	Street Maintenance/Repair	49,267	68,408	55,000	55,000	55,000	55,000
56120	Sidewalk/Bikeway Mainten	0	6,518	6,500	1,000	1,000	1,000
58110	Gasoline & Diesel	4,442	6,970	8,000	6,000	6,000	6,000
58120	Vehicle Maintenance/Repair	9,549	7,512	8,315	7,500	7,500	7,500
62135	Stormwater Master Plan	35,424	3,104	0	0	0	0
62170	Contract Engineer	42,185	38,561	25,000	10,000	10,000	10,000
63110	Audit	1,500	1,500	1,500	1,500	1,500	1,500
63120	Insurance	3,040	3,039	3,450	3,000	3,000	3,000
	<b>Materials and Services</b>	<b>\$ 164,902</b>	<b>\$ 142,894</b>	<b>\$ 222,465</b>	<b>\$ 109,425</b>	<b>\$ 109,425</b>	<b>\$ 109,425</b>
75400	Street Reconstruction	3,381	0	127,000	66,000	66,000	66,000
75410	Street Overlays	0	87	186,000	0	0	0
	<b>Capital Outlay</b>	<b>\$ 3,381</b>	<b>\$ 87</b>	<b>\$ 313,000</b>	<b>\$ 66,000</b>	<b>\$ 66,000</b>	<b>\$ 66,000</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
90110	Transfer To General Fund	32,500	33,315	13,315	13,315	13,315	13,315
90115	Transfer To Public Works Admin Fund	123,270	81,967	85,000	85,000	85,000	85,000
90150	Transfer To Facility Maintenance	0	0	0	4,000	4,000	4,000
90155	Transfer To Vehicle Replacement Fund	31,100	31,100	31,100	31,100	31,100	31,100
	<b>Transfers</b>	<b>\$ 186,870</b>	<b>\$ 146,382</b>	<b>\$ 129,415</b>	<b>\$ 133,415</b>	<b>\$ 133,415</b>	<b>\$ 133,415</b>
95110	Contingency	0	0	32,244	29,337	29,337	29,337
99100	Unappropriated Funds	32,089	42,793	0	0	0	0
	<b>Contingency/Unappropriated</b>	<b>\$ 32,089</b>	<b>\$ 42,793</b>	<b>\$ 32,244</b>	<b>\$ 29,337</b>	<b>\$ 29,337</b>	<b>\$ 29,337</b>
<b>Total Expenditures</b>		<b>\$ 460,112</b>	<b>\$ 402,117</b>	<b>\$ 775,304</b>	<b>\$ 419,167</b>	<b>\$ 419,167</b>	<b>\$ 419,167</b>
<b>Total Street Revenues</b>		<b>\$ 460,112</b>	<b>\$ 402,117</b>	<b>\$ 775,304</b>	<b>\$ 419,167</b>	<b>\$ 419,167</b>	<b>\$ 419,167</b>
<b>Total Street Expenditures</b>		<b>\$ 460,112</b>	<b>\$ 402,117</b>	<b>\$ 775,304</b>	<b>\$ 419,167</b>	<b>\$ 419,167</b>	<b>\$ 419,167</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 50 - Facilities Development & Maintenance Fund**

This fund generally was created to fund land purchases for City facilities and maintain city facilities.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	143,046	149,319	165,000	250,000	250,000	250,000
	<b>30 - Beginning Fund Balance</b>	<b>\$ 143,046</b>	<b>\$ 149,319</b>	<b>\$ 165,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
43500	Interest Earned	6,092	13,051	4,000	8,000	8,000	8,000
	<b>38 - Interest</b>	<b>\$ 6,092</b>	<b>\$ 13,051</b>	<b>\$ 4,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>
46100	Building Rent	2,481	7,968	7,000	20,400	20,400	20,400
46110	Rent - Wireless Site	14,271	24,408	24,546	24,546	24,546	24,546
47110	Transfer From General Fund	0	0	75,000	45,000	45,000	45,000
47120	Transfer From Water Fund	0	0	0	10,000	10,000	10,000
47130	Transfer From Sewer Fund	0	0	0	11,000	11,000	11,000
47140	Transfer From Street Fund	0	0	0	4,000	4,000	4,000
47165	Transfer From Swimming Pool Fund	0	0	0	0	10,000	10,000
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 16,752</b>	<b>\$ 32,376</b>	<b>\$ 106,546</b>	<b>\$ 114,946</b>	<b>\$ 124,946</b>	<b>\$ 124,946</b>
<b>Total Revenues</b>		<b>\$ 165,891</b>	<b>\$ 194,746</b>	<b>\$ 275,546</b>	<b>\$ 372,946</b>	<b>\$ 382,946</b>	<b>\$ 382,946</b>

**Expenditures**

52330	Building Maintenance	0	0	50,000	60,000	90,000	90,000
62150	Contract Legal	3,207	0	0	0	0	0
62171	Engineering/Basic	0	0	0	0	0	0
62174	Preliminary Design	13,365	20,760	10,000	10,000	10,000	10,000
	<b>Materials and Services</b>	<b>\$ 16,572</b>	<b>\$ 20,760</b>	<b>\$ 60,000</b>	<b>\$ 70,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
73110	Land Acquisition	0	0	100,000	175,000	175,000	175,000
	<b>Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>
95110	Contingency	0	0	92,646	97,946	77,946	77,946
99100	Unappropriated Funds	149,319	173,986	22,900	30,000	30,000	30,000
	<b>Contingency/Unappropriated</b>	<b>\$ 149,319</b>	<b>\$ 173,986</b>	<b>\$ 115,546</b>	<b>\$ 127,946</b>	<b>\$ 107,946</b>	<b>\$ 107,946</b>
<b>Total Expenditures</b>		<b>\$ 165,891</b>	<b>\$ 194,746</b>	<b>\$ 275,546</b>	<b>\$ 372,946</b>	<b>\$ 382,946</b>	<b>\$ 382,946</b>
<b>Total Facilities Development Revenues</b>		<b>\$ 165,891</b>	<b>\$ 194,746</b>	<b>\$ 275,546</b>	<b>\$ 372,946</b>	<b>\$ 382,946</b>	<b>\$ 382,946</b>
<b>Total Facilities Development Expenditures</b>		<b>\$ 165,891</b>	<b>\$ 194,746</b>	<b>\$ 275,546</b>	<b>\$ 372,946</b>	<b>\$ 382,946</b>	<b>\$ 382,946</b>

City of Stayton, Oregon  
Fiscal Year 2010 - 2011 Budget

**Fund 55 - Vehicle Replacement Fund**

The Vehicle Replacement Fund provides funds to replace water, sewer, street, parks, and police department and other equipment used by the City on an established life-cycle basis. Basing equipment replacement on a life-cycle ensures timely replacement of the equipment. In addition, long-term replacement schedules, setting funds aside on a regular basis eliminates the financial spike that occurs from attempting to secure funding at the very end of the life-cycle.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning fund Balance	469,811	577,510	540,000	550,000	550,000	550,000
	<b>30 - Beginning Fund Balance</b>	<b>\$ 469,811</b>	<b>\$ 577,510</b>	<b>\$ 540,000</b>	<b>\$ 550,000</b>	<b>\$ 550,000</b>	<b>\$ 550,000</b>
43500	Interest	22,826	10,544	9,800	9,800	9,800	9,800
	<b>38 - Interest</b>	<b>\$ 22,826</b>	<b>\$ 10,544</b>	<b>\$ 9,800</b>	<b>\$ 9,800</b>	<b>\$ 9,800</b>	<b>\$ 9,800</b>
43620	Interfund Loan Principal	0	0	21,836	21,836	21,836	21,836
47100	General Fund Transfer	5,500	5,500	53,000	61,000	61,000	61,000
47160	Sewer Fund Transfer	76,200	76,200	76,200	76,200	76,200	76,200
47165	Water Fund Transfer	26,970	26,970	26,970	36,967	36,967	36,967
47170	Street Fund Transfer	31,100	31,100	31,100	31,100	31,100	31,100
47200	Asset Liquidation	0	0	0	0	0	0
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 139,770</b>	<b>\$ 139,770</b>	<b>\$ 209,106</b>	<b>\$ 227,103</b>	<b>\$ 227,103</b>	<b>\$ 227,103</b>
<b>Total Revenues</b>		<b>\$ 632,406</b>	<b>\$ 727,824</b>	<b>\$ 758,906</b>	<b>\$ 786,903</b>	<b>\$ 786,903</b>	<b>\$ 786,903</b>

**Expenditures**

71100	Vehicles	54,896	175,394	251,000	387,000	387,000	387,000
	<b>Capital Outlay</b>	<b>\$ 54,896</b>	<b>\$ 175,394</b>	<b>\$ 251,000</b>	<b>\$ 387,000</b>	<b>\$ 387,000</b>	<b>\$ 387,000</b>
95110	Contingency	0	0	507,906	399,903	399,903	399,903
99100	Unappropriated Funds	577,510	462,430	0	0	0	0
	<b>Contingency/Unappropriated</b>	<b>\$ 577,510</b>	<b>\$ 462,430</b>	<b>\$ 507,906</b>	<b>\$ 399,903</b>	<b>\$ 399,903</b>	<b>\$ 399,903</b>
90100	Inter Fund Loan (Pool)	0	90,000	0	0	0	0
	<b>Transfers</b>	<b>\$ -</b>	<b>\$ 90,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 632,406</b>	<b>\$ 727,824</b>	<b>\$ 758,906</b>	<b>\$ 786,903</b>	<b>\$ 786,903</b>	<b>\$ 786,903</b>

<b>Total Vehicle Replacement Revenues</b>	<b>\$ 632,406</b>	<b>\$ 727,824</b>	<b>\$ 758,906</b>	<b>\$ 786,903</b>	<b>\$ 786,903</b>	<b>\$ 786,903</b>
<b>Total Vehicle Replacement Expenditures</b>	<b>\$ 632,406</b>	<b>\$ 727,824</b>	<b>\$ 758,906</b>	<b>\$ 786,903</b>	<b>\$ 786,903</b>	<b>\$ 786,903</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010- 2011 Budget**

**Fund 58 - Sublimity/RD Reserve Fund**

This fund accounts for payments from the City of Sublimity to be used for debt service reserve accounts in connection with the construction of the Waste Water Treatment Plant.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	87,092	90,967	93,000	93,225	93,225	93,225
	<b>30 - Beginning Fund Balance</b>	<b>\$ 87,092</b>	<b>\$ 90,967</b>	<b>\$ 93,000</b>	<b>\$ 93,225</b>	<b>\$ 93,225</b>	<b>\$ 93,225</b>
43500	Interest	3,875	1,758	2,200	750	750	750
	<b>38 - Interest</b>	<b>\$ 3,875</b>	<b>\$ 1,758</b>	<b>\$ 2,200</b>	<b>\$ 750</b>	<b>\$ 750</b>	<b>\$ 750</b>
44100	Sublimity Payment	0	0	0	0	0	0
44150	Transfer From Future Reserve Fund	0	0	0	0	0	0
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Revenues</b>		<b>\$ 90,967</b>	<b>\$ 92,725</b>	<b>\$ 95,200</b>	<b>\$ 93,975</b>	<b>\$ 93,975</b>	<b>\$ 93,975</b>

**Expenditures**

99100	Unappropriated Fund Balance	90,967	92,725	95,200	93,975	93,975	93,975
<b>Total Expenditures</b>		<b>\$ 90,967</b>	<b>\$ 92,725</b>	<b>\$ 95,200</b>	<b>\$ 93,975</b>	<b>\$ 93,975</b>	<b>\$ 93,975</b>

<b>Total Sublimity/RD Reserve Revenues</b>	<b>\$ 90,967</b>	<b>\$ 92,725</b>	<b>\$ 95,200</b>	<b>\$ 93,975</b>	<b>\$ 93,975</b>	<b>\$ 93,975</b>
<b>Total Sublimity/RD Reserve Expenditures</b>	<b>\$ 90,967</b>	<b>\$ 92,725</b>	<b>\$ 95,200</b>	<b>\$ 93,975</b>	<b>\$ 93,975</b>	<b>\$ 93,975</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 59 - NEDCO**

This is a "pass through" fund for budget purposes only to account for a grant for Neighborhood Economic Development Corporation (NEDCO) . Although, by definition this is a pass through grant the funds will be deposited in The City of Stayton checking account and a check issued to NEDCO, from the Community Development Block Grant The City will be responsible for an annual report regarding these grant funds. NEDCO provides pre-purchase and foreclosure counseling, outreach,

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
41700	Community Development Block Grant	0	0	48,000	48,000	48,000	48,000
<b>Total Revenues</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 48,000</u>	<u>\$ 48,000</u>	<u>\$ 48,000</u>	<u>\$ 48,000</u>

**Expenditures**

57350	Payment to NEDCO	0	0	48,000	48,000	48,000	48,000
<b>Total Expenditures</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 48,000</u>	<u>\$ 48,000</u>	<u>\$ 48,000</u>	<u>\$ 48,000</u>

<b>Total NEDCO Fund Revenues</b>	\$ -	\$ -	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000
<b>Total NEDCO Fund Expenditures</b>	\$ -	\$ -	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000



**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 60 - 9-1-1 Fund**

This is a "pass through" fund for budget purposes only to account for state 9-1-1 telephone tax receipts. Although, by intergovernmental agreement, our 9-1-1 tax dollars are deposited directly with the Santiam Canyon Communications Council to fund that agency's operations, Oregon Budget Law still requires that the City reflect the funds in its own budget.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
41700	9-1-1 Telephone Tax	49,816	51,592	50,000	56,000	56,000	56,000
<b>Total Revenues</b>		<b>\$ 49,816</b>	<b>\$ 51,592</b>	<b>\$ 50,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>

**Expenditures**

57350	Payment To P.S.A.P.	49,816	51,592	50,000	56,000	56,000	56,000
<b>Total Expenditures</b>		<b>\$ 49,816</b>	<b>\$ 51,592</b>	<b>\$ 50,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>

<b>Total 9-1-1 Fund Revenues</b>	<b>\$ 49,816</b>	<b>\$ 51,592</b>	<b>\$ 50,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>
<b>Total 9-1-1 Fund Expenditures</b>	<b>\$ 49,816</b>	<b>\$ 51,592</b>	<b>\$ 50,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 62 - Grant Fund**

This Fund accounts for Federal, State and Local grants. The purpose of this fund is to track the revenues and expenditures related to grants and to allow for more accurate reporting, as required for most grant programs. Examples of grants to be reported in this fund include the State Library's Ready-to-Read Grant and the Local Law Enforcement Block Grant. The City continues to review grant opportunities on an on-going basis for programs to benefit the City of Stayton.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	2,140	420	400	600	600	600
	<b>30 - Beginning Fund Balance</b>	<b>\$ 2,140</b>	<b>\$ 420</b>	<b>\$ 400</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
43899	Miscellaneous Grants	4,631	6,383	30,000	30,000	30,000	30,000
46465	Donations	0	0		8,000	8,000	8,000
	<b>33 - Grants and Contributions</b>	<b>\$ 4,631</b>	<b>\$ 6,383</b>	<b>\$ 30,000</b>	<b>\$ 38,000</b>	<b>\$ 38,000</b>	<b>\$ 38,000</b>
43650	State Grants	0	0	25,000	150,000	150,000	150,000
43811	Federal Grants	535	0	195,000	190,000	190,000	190,000
43846	Library State Grants	0	0		24,000	24,000	24,000
	<b>37 - Intergovernmental</b>	<b>\$ 535</b>	<b>\$ -</b>	<b>\$ 220,000</b>	<b>\$ 364,000</b>	<b>\$ 364,000</b>	<b>\$ 364,000</b>
<b>Total Revenues</b>		<b>\$ 7,306</b>	<b>\$ 6,803</b>	<b>\$ 250,400</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>

**Expenditures**

51340	Library Assistant			0	18,000	18,000	18,000
51720	Overtime	2,455	6,665	100,000	100,000	100,000	100,000
51910	FICA & Medicare	0	0	0	1,500	1,500	1,500
	<b>Personnel Services</b>	<b>\$ 2,455</b>	<b>\$ 6,665</b>	<b>\$ 100,000</b>	<b>\$ 119,500</b>	<b>\$ 119,500</b>	<b>\$ 119,500</b>
52330	Building Maintenance	294	0	10,000	10,000	10,000	10,000
53110	Operating Supplies	149	60	30,000	50,000	50,000	50,000
54130	Travel/Conferences	0	0	400	1,500	1,500	1,500
54140	IT Maintenance/Support	0	0	15,000	50,000	50,000	50,000
62115	Professional Services	0	0	0	23,600	23,600	23,600
62120	Contract Services	275	0	0	45,000	45,000	45,000
	<b>Materials and Services</b>	<b>\$ 718</b>	<b>\$ 60</b>	<b>\$ 55,400</b>	<b>\$ 180,100</b>	<b>\$ 180,100</b>	<b>\$ 180,100</b>
71200	Equipment	0	0	95,000	103,000	103,000	103,000
72145	Children's Programming	3,713	0	0	0	0	0
	<b>Capital Outlay</b>	<b>\$ 3,713</b>	<b>\$ -</b>	<b>\$ 95,000</b>	<b>\$ 103,000</b>	<b>\$ 103,000</b>	<b>\$ 103,000</b>
99100	Unappropriated Fund Balance	420	78	0	0	0	0
	<b>Contingency/Unappropriated</b>	<b>\$ 420</b>	<b>\$ 78</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 7,306</b>	<b>\$ 6,803</b>	<b>\$ 250,400</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>
<b>Total Grant Revenues</b>		<b>\$ 7,306</b>	<b>\$ 6,803</b>	<b>\$ 250,400</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>
<b>Total Grant Expenditures</b>		<b>\$ 7,306</b>	<b>\$ 6,803</b>	<b>\$ 250,400</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>	<b>\$ 402,600</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011**  
**Budget**

**Fund 63 - Trust and Agency Fund**

This fund accounts for assets held and revenues received by the City in a fiduciary capacity to be used for certain specified purposes. Monies are received and held until certain conditions are met and then "passed through" to the appropriate entity.

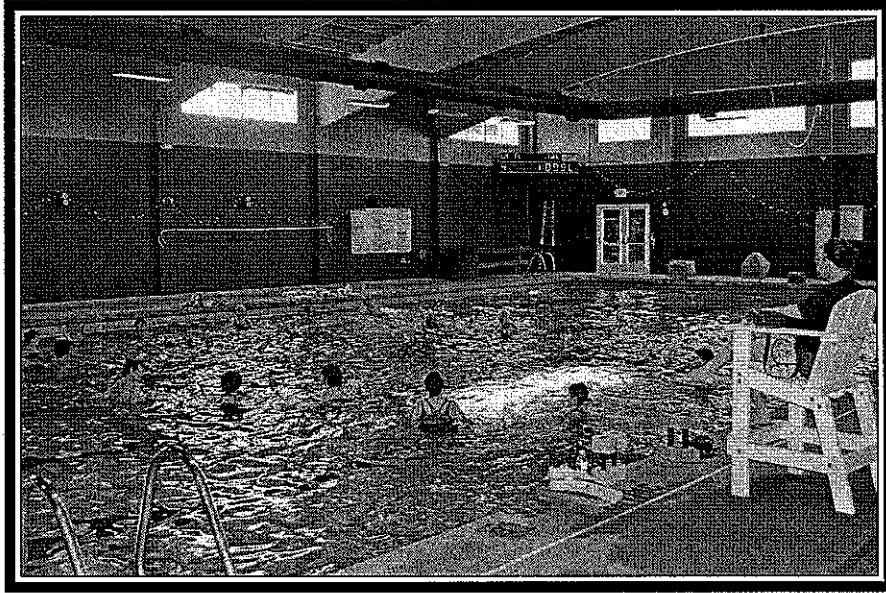
**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	0	420	0	150,000	150,000	150,000
	<b>30 - Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ 420</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
49500	Miscellaneous Revenue	420	90,040	180,000	180,000	180,000	180,000
	<b>33 - Miscellaneous Revenue</b>	<b>\$ 420</b>	<b>\$ 90,040</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>
<b>Total Revenues</b>		<b>\$ 420</b>	<b>\$ 90,460</b>	<b>\$ 180,000</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>

**Expenditures**

59999	Miscellaneous Expenditures	0	58,532	180,000	180,000	180,000	180,000
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ 58,532</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>
99100	Unappropriated Fund Balance	420	31,928	0	150,000	150,000	150,000
	<b>Contingency/Unappropriated</b>	<b>\$ 420</b>	<b>\$ 31,928</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>Total Expenditures</b>		<b>\$ 420</b>	<b>\$ 90,460</b>	<b>\$ 180,000</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>
<b>Total Trust and Agency Fund Revenues</b>		<b>\$ 420</b>	<b>\$ 90,460</b>	<b>\$ 180,000</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>
<b>Total Trust and Agency Fund Expenditures</b>		<b>\$ 420</b>	<b>\$ 90,460</b>	<b>\$ 180,000</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>	<b>\$ 330,000</b>

# Stayton Family Memorial Pool



**The Stayton Family Memorial Pool** provides a wide variety of aquatic activities to Stayton area residents and surrounding communities.

Through our General Fund budget, Local Option Tax Levy, memberships and daily admissions we provide an extensive selection of programs. These include: Tai Chi (land based), Joint Efforts (Arthritis), Build-N-Burn (Shallow Water Aerobics), Deep Water Aerobics, Core Conditioning, Adult Stroke Correction Swim Lessons, 13 open/family swim activities and more!

We have noticed a considerable increase in our patron numbers, which demonstrates the community support for recreation. Swimming lessons continue to be in high demand as we offer a variety of lessons for all ages and skill levels.

The Pool and City of Stayton are partnering with the YMCA to help provide summer activities for youth. The YMCA will be using the pool and community center for summer programs. Kiwanis continues to provide Third Grade Swim Lessons to every child in the North Santiam School District; this provides both for education and recreation.

The pool facility provides employment opportunities for 1 full-time employee and approximately 25 part-time employees. Most part-time employees are local high school or college students.

## **Alignment with Council Goals:**

### **Council Goal #5: Enhance the Livability of Stayton**

- The pool provides quality recreation activities for all ages.

## **MATERIALS AND SERVICES:**

As the costs of repairs and maintenance of the facility and equipment continue, it is important that expenditures for the Pool be carefully managed. We will frequently review classes and swim lessons being offered, membership programs, and other opportunities to maximize revenue and reduce expenditures.

## **CAPITAL OUTLAY:**

Last budget year the Pool completed repairs through a loan provided by the Vehicle Replacement fund. The Loan was for \$90,000, with 2% interest and will be paid back with Local Option Tax Dollars over a four year period. This will be the second year for repayment on this loan. This payment is considered Debt Service and line items 81100 and 81420 record this Liability.

The Pool will need to be resurfaced with future Local Option Tax Dollars in the 2011-2012 budget.



**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 65 - Swimming Pool Fund**

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	42,013	30,089	35,000	28,000	28,000	28,000
	<b>30 - Beginning Fund Balance</b>	<b>\$ 42,013</b>	<b>\$ 30,089</b>	<b>\$ 35,000</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>
41110	Previously Levied Taxes	3,960	3,961	4,000	4,000	4,000	4,000
41121	Local Option Tax Levy	96,720	92,908	121,600	149,400	149,400	149,400
	<b>31 - Property Taxes</b>	<b>\$ 100,680</b>	<b>\$ 96,869</b>	<b>\$125,600</b>	<b>\$ 153,400</b>	<b>\$153,400</b>	<b>\$153,400</b>
46410	Swimming Lessons	43,876	38,837	48,300	45,000	45,000	45,000
46430	Pool Daily Receipts	45,876	42,544	44,500	36,000	36,000	36,000
46440	Pool-Rental	12,198	21,865	14,500	16,000	16,000	16,000
46460	Memberships	31,480	33,823	30,000	30,000	30,000	30,000
	<b>32 - Charges For Services</b>	<b>\$ 133,430</b>	<b>\$ 137,069</b>	<b>\$137,300</b>	<b>\$ 127,000</b>	<b>\$127,000</b>	<b>\$127,000</b>
43850	Endowment Contribution	0	0	0	5,000	5,000	5,000
46465	Donations	0	0	100	5,000	5,000	5,000
	<b>33 - Grants and Contributions</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
43500	Earned Interest	1,077	613	600	500	500	500
	<b>38 - Interest</b>	<b>\$ 1,077</b>	<b>\$ 613</b>	<b>\$ 600</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
43640	Loan Proceeds	0	90,000	35,000	0	0	0
46420	Pool-Coupon Books	13,091	10,794	10,695	11,000	11,000	11,000
46450	Pool Concessions	2,574	2,835	9,000	5,000	5,000	5,000
46470	Other	2,488	16,337	2,000	2,000	2,000	2,000
46475	Sale Of Merchandise	378	0	1,500	200	200	200
47100	Transfer From General Fund	66,300	101,300	91,300	81,300	81,300	81,300
49600	Cash Over/(Short)	(695)	(66)	0	0	0	0
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 84,136</b>	<b>\$ 221,200</b>	<b>\$149,495</b>	<b>\$ 99,500</b>	<b>\$ 99,500</b>	<b>\$ 99,500</b>
<b>Total Revenues</b>		<b>\$ 361,335</b>	<b>\$ 485,840</b>	<b>\$448,095</b>	<b>\$ 418,400</b>	<b>\$418,400</b>	<b>\$418,400</b>

**Expenditures**

51415	Parks and Recreation Supervisor	41,707	4,448	0	0	0	0
51420	Swimming Pool Manager	0	45,824	48,156	53,520	53,520	53,520
51425	Part-Time and Seasonal Pool Staff	137,647	150,977	156,000	157,800	157,800	157,800
51720	Overtime Pay	0	0	300	300	300	300
51910	FICA & Medicare	14,089	15,035	15,641	16,189	16,189	16,189
51920	Workers Compensation	4,564	4,439	6,627	5,500	5,500	5,500
51931	Health & Dental	0	748	400	400	400	400
51933	Disability	0	127	0	0	0	0
51934	Life Insurance	0	23	0	0	0	0
51935	City Retirement Plan	487	2,104	8,235	10,169	10,169	10,169
51936	Flexible Benefits Administration	0	0	0	0	0	0
	<b>Personnel Services</b>	<b>\$ 198,493</b>	<b>\$ 223,725</b>	<b>\$235,359</b>	<b>\$ 243,878</b>	<b>\$243,878</b>	<b>\$243,878</b>
52110	Office Supplies	5,190	5,249	2,400	1,800	1,800	1,800
52115	Concession Supplies	1,903	3,175	7,200	2,500	2,500	2,500
52210	Telephone/Alarm	4,438	3,766	1,920	3,000	3,000	3,000
52220	Custodial Supplies	0	0	4,600	4,600	4,600	4,600
52330	Building Maintenance	27,164	21,472	24,436	22,000	22,000	22,000
52510	Electricity	17,869	19,943	15,393	16,000	16,000	16,000
52520	Natural Gas	54,141	58,253	54,300	52,000	52,000	52,000
54110	Uniforms	600	838	1,740	1,500	1,500	1,500
54130	Training/Conferences	1,196	2,096	2,200	1,500	1,500	1,500
57131	Employee Drug Testing	1,059	1,113	1,500	1,000	1,000	1,000
63110	Audit	1,500	1,500	1,500	1,500	1,500	1,500

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
63120	Insurance	10,134	10,129	11,500	6,500	6,500	6,500
	<b>Materials and Services</b>	<b>\$ 125,193</b>	<b>\$ 127,534</b>	<b>\$128,689</b>	<b>\$ 113,900</b>	<b>\$113,900</b>	<b>\$113,900</b>
71200	Equipment	1,560	4,185	13,000	14,000	14,000	14,000
71210	Levy Funded Equipment	5,999	99,717	35,000	10,000	0	0
	<b>Capital Outlay</b>	<b>\$ 7,559</b>	<b>\$ 103,902</b>	<b>\$ 48,000</b>	<b>\$ 24,000</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>
81100	Inter Fund Loan Principal	0	0	21,837	21,837	21,837	21,837
81420	Interfund Loan Interest	0	0	1,800	1,800	1,800	1,800
	<b>Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,637</b>	<b>\$ 23,637</b>	<b>\$ 23,637</b>	<b>\$ 23,637</b>
90150	Transfer to Facilities Development Fund	0	0	0	0	10,000	10,000
	<b>Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
95110	Contingency	22,125	0	12,410	12,985	12,985	12,985
99100	Unappropriated Fund Balance	7,965	30,679	0	0	0	0
	<b>Contingency/Unappropriated</b>	<b>\$ 30,090</b>	<b>\$ 30,679</b>	<b>\$ 12,410</b>	<b>\$ 12,985</b>	<b>\$ 12,985</b>	<b>\$ 12,985</b>
<b>Total Expenditures</b>		<b>\$ 361,335</b>	<b>\$ 485,840</b>	<b>\$448,095</b>	<b>\$ 418,400</b>	<b>\$418,400</b>	<b>\$418,400</b>
<b>Total Swimming Pool Revenues</b>		<b>\$ 361,335</b>	<b>\$ 485,840</b>	<b>\$448,095</b>	<b>\$ 418,400</b>	<b>\$418,400</b>	<b>\$418,400</b>
<b>Total Swimming Pool Expenditures</b>		<b>\$ 361,335</b>	<b>\$ 485,840</b>	<b>\$448,095</b>	<b>\$ 418,400</b>	<b>\$418,400</b>	<b>\$418,400</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 72 - Water SDC Fund**

The Water System Development Fund receives revenues from water System Development Charges (SDC), as outlined in Chapter 13.12 of the Stayton Municipal Code. Developers pay a Water SDC based on the adopted Water System Master Plan. Water SDCs are intended to pay for the oversizing or expansion of the City's water treatment plant, large transmission mains and water source improvements that directly benefit new growth in the City. Therefore, Water SDC funds may only be spent on water system improvements, including engineering, land acquisition, construction and debt service for projects that are listed in the City of Stayton Water System Master Plan. They may not be used for operations and maintenance of the system. The proposed 2009-2010 budget includes a transfer of funds to the Water Fund to pay for design and debt services related to construction of recent water system improvements and reserves funds for design, developer reimbursements for oversized transmission mains and future water system improvements.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	579,426	426,607	340,000	185,000	185,000	185,000
	<b>30 - Beginning Fund Balance</b>	<b>\$ 579,426</b>	<b>\$ 426,607</b>	<b>\$ 340,000</b>	<b>\$ 185,000</b>	<b>\$ 185,000</b>	<b>\$ 185,000</b>
43100	System Development Fees	33,829	10,680	30,000	30,000	30,000	30,000
	<b>35 - Licenses, Permits and Fees</b>	<b>\$ 33,829</b>	<b>\$ 10,680</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
43500	Interest Earned	24,490	7,615	8,000	900	900	900
	<b>38 - Interest</b>	<b>\$ 24,490</b>	<b>\$ 7,615</b>	<b>\$ 8,000</b>	<b>\$ 900</b>	<b>\$ 900</b>	<b>\$ 900</b>
<b>Total Revenues</b>		<b>\$ 637,745</b>	<b>\$ 444,902</b>	<b>\$ 378,000</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>

**Expenditures**

62130	Water Master Plan	0	0	2,000	0	0	0
62171	Engineering	0	0	30,000	5,000	5,000	5,000
62190	Contract-Facilities/Rate	5,848	0	10,000	500	500	500
64200	Developer Reimbursements	18,165	0	80,000	10,000	10,000	10,000
	<b>Materials and Services</b>	<b>\$ 24,013</b>	<b>\$ -</b>	<b>\$ 122,000</b>	<b>\$ 15,500</b>	<b>\$ 15,500</b>	<b>\$ 15,500</b>
74110	Plant Improvements	0	0	0	0	0	0
74120	System Improvements	0	0	100,000	50,000	50,000	50,000
	<b>Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
90110	Transfer To General Fund	850	870	870	870	870	870
90120	Transfer To Water Fund	106,275	108,140	108,140	108,140	108,140	108,140
90185	Transfer To/From Water Construction Fund	80,000	0	0	0	0	0
	<b>Transfers</b>	<b>\$ 187,125</b>	<b>\$ 109,010</b>	<b>\$ 109,010</b>	<b>\$ 109,010</b>	<b>\$ 109,010</b>	<b>\$ 109,010</b>
95110	Contingency	53,090	0	0	0	0	0
99100	Unappropriated Balance	373,517	335,892	46,990	41,390	41,390	41,390
	<b>Contingency/Unappropriated</b>	<b>\$ 426,607</b>	<b>\$ 335,892</b>	<b>\$ 46,990</b>	<b>\$ 41,390</b>	<b>\$ 41,390</b>	<b>\$ 41,390</b>
<b>Total Expenditures</b>		<b>\$ 637,745</b>	<b>\$ 444,902</b>	<b>\$ 378,000</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>
<b>Total Water SDC Revenues</b>		<b>\$ 637,745</b>	<b>\$ 444,902</b>	<b>\$ 378,000</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>
<b>Total Water SDC Expenditures</b>		<b>\$ 637,745</b>	<b>\$ 444,902</b>	<b>\$ 378,000</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>	<b>\$ 215,900</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 73 - Sewer SDC Fund**

The Sewer System Development Fund receives revenues from the sewer System Development Charges (SDC), as outlined in Chapter 13.12 of the Stayton Municipal Code. Developers pay a Sewer SDC based on the adopted Wastewater System Master Plan. Sewer SDCs are intended to pay for the oversizing or expansion of the City's wastewater treatment plant, sewer collection lines, pump stations and biosolids disposal system for improvements that directly benefit new growth in the City. Therefore, Sewer SDC funds may only be spent on improvements, including engineering, land acquisition, construction and debt service for projects that are listed in the City of Stayton Wastewater System Master Plan. They may not be used for operations and maintenance of the system. The proposed 2009-2010 budget includes transfer funds to the Sewer Fund to pay for design and construction of recent wastewater system upgrades and reserves funds for design, developer reimbursements for oversized collection lines, and future wastewater system improvements.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	856,526	718,252	580,000	448,210	448,210	448,210
	<b>30 - Beginning Fund Balance</b>	<b>\$ 856,526</b>	<b>\$ 718,252</b>	<b>\$ 580,000</b>	<b>\$ 448,210</b>	<b>\$ 448,210</b>	<b>\$ 448,210</b>
43100	System Development Fees	38,808	14,112	39,000	40,000	40,000	40,000
	<b>35 - Licenses, Permits and Fees</b>	<b>\$ 38,808</b>	<b>\$ 14,112</b>	<b>\$ 39,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>
43500	Interest Earned	36,732	13,056	12,500	2,200	2,200	2,200
	<b>38 - Interest</b>	<b>\$ 36,732</b>	<b>\$ 13,056</b>	<b>\$ 12,500</b>	<b>\$ 2,200</b>	<b>\$ 2,200</b>	<b>\$ 2,200</b>
49500	Miscellaneous	0	0	0	0	0	0
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Revenues</b>		<b>\$ 932,066</b>	<b>\$ 745,420</b>	<b>\$ 631,500</b>	<b>\$ 490,410</b>	<b>\$ 490,410</b>	<b>\$ 490,410</b>

**Expenditures**

62145	Sewer Master Plan	2,572	0	2,000	1,000	1,000	1,000
62190	Contract-Facilities/Rate	7,190	0	10,000	7,500	7,500	7,500
62171	Engineering	0	0	25,000	5,000	5,000	5,000
62205	Mill Creek Sewer System	0	0	0	0	0	0
64200	Developer Reimbursements	3,842	0	75,000	75,000	75,000	75,000
	<b>Materials and Services</b>	<b>\$ 13,605</b>	<b>\$ -</b>	<b>\$ 112,000</b>	<b>\$ 88,500</b>	<b>\$ 88,500</b>	<b>\$ 88,500</b>
74120	System Improvements	0	0	277,585	175,000	175,000	175,000
74110	Plant Improvements	0	0	0	0	0	0
	<b>Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 277,585</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>
90110	Transfer To General Fund	1,870	1,915	1,915	1,915	1,915	1,915
90130	Transfer To Sewer Fund	133,265	147,380	150,000	150,000	150,000	150,000
90183	Transfer To Sewer Construction Fund	65,000	0	0	0	0	0
	<b>Transfers</b>	<b>\$ 200,135</b>	<b>\$ 149,295</b>	<b>\$ 151,915</b>	<b>\$ 151,915</b>	<b>\$ 151,915</b>	<b>\$ 151,915</b>
95110	Contingency	212,655	0	0	0	0	0
99100	Unappropriated Balance	505,671	596,125	90,000	74,995	74,995	74,995
	<b>Contingency/Unappropriated</b>	<b>\$ 718,326</b>	<b>\$ 596,125</b>	<b>\$ 90,000</b>	<b>\$ 74,995</b>	<b>\$ 74,995</b>	<b>\$ 74,995</b>
<b>Total Expenditures</b>		<b>\$ 932,066</b>	<b>\$ 745,420</b>	<b>\$ 631,500</b>	<b>\$ 490,410</b>	<b>\$ 490,410</b>	<b>\$ 490,410</b>
<b>Total Sewer SDC Revenues</b>		<b>\$ 932,066</b>	<b>\$ 745,420</b>	<b>\$ 631,500</b>	<b>\$ 490,410</b>	<b>\$ 490,410</b>	<b>\$ 490,410</b>
<b>Total Sewer SDC Expenditures</b>		<b>\$ 932,066</b>	<b>\$ 745,420</b>	<b>\$ 631,500</b>	<b>\$ 490,410</b>	<b>\$ 490,410</b>	<b>\$ 490,410</b>



**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 74 - Street SDC Fund**

The Street System Development Fund receives revenues from transportation System Development Charges (SDC), as outlined in Chapter 13.12 of the Stayton Municipal Code. Developers pay a Street SDC based on the adopted Transportation System Master Plan. Transportation SDCs are intended to pay for oversizing or expansion of streets, traffic signals and bikeways that directly benefit new growth in the City. Therefore, Transportation SDC funds may only be spent on improvements, including engineering, ROW land acquisition and construction on projects that are listed in the City of Stayton Transportation System Plan. The proposed 2009-2010 budget reserves funds for design, developer reimbursements and transportation system improvements (such as 10th Avenue). The budget includes \$50,000 the city has contractually committed to ODOT as the city's share of the Hwy 22/Cascade Hwy interchange.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	726,819	414,500	253,401	260,416	260,416	260,416
	<b>30 - Beginning Fund Balance</b>	<b>\$ 726,819</b>	<b>\$ 414,500</b>	<b>\$ 253,401</b>	<b>\$ 260,416</b>	<b>\$ 260,416</b>	<b>\$ 260,416</b>
43100	System Development Fees	32,745	24,132	32,500	132,500	132,500	132,500
	<b>35 - Licenses, Permits and Fees</b>	<b>\$ 32,745</b>	<b>\$ 24,132</b>	<b>\$ 32,500</b>	<b>\$ 132,500</b>	<b>\$ 132,500</b>	<b>\$ 132,500</b>
43500	Interest Earned	21,211	7,999	12,000	1,250	1,250	1,250
	<b>38 - Interest</b>	<b>\$ 21,211</b>	<b>\$ 7,999</b>	<b>\$ 12,000</b>	<b>\$ 1,250</b>	<b>\$ 1,250</b>	<b>\$ 1,250</b>
45230	Developer Reimbursement	0	0	0	0	0	0
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Revenues</b>		<b>\$ 780,775</b>	<b>\$ 446,631</b>	<b>\$ 297,901</b>	<b>\$ 394,166</b>	<b>\$ 394,166</b>	<b>\$ 394,166</b>

**Expenditures**

62170	Engineer	0	0	25,000	5,000	5,000	5,000
62190	Contract-Facilities/Rate	28,733	761	10,000	1,000	1,000	1,000
64200	Developer Reimbursements	58,926	0	70,000	50,000	50,000	50,000
	<b>Materials and Services</b>	<b>\$ 87,659</b>	<b>\$ 761</b>	<b>\$ 105,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>	<b>\$ 56,000</b>
73110	Land Acquisition	0	0	0	0	0	0
75410	Cascade Hwy/Whitney St Traffic Signal	273,745	21,906	0	0	0	0
75420	Highway 22 Interchange			50,000	50,000	50,000	50,000
75500	Transportation Improvements	0	0	100,000	200,000	200,000	200,000
75620	Storm Drainage	2,497	0	0	40,000	40,000	40,000
	<b>Capital Outlay</b>	<b>\$ 276,242</b>	<b>\$ 21,906</b>	<b>\$ 150,000</b>	<b>\$ 290,000</b>	<b>\$ 290,000</b>	<b>\$ 290,000</b>
90110	Transfer To General Fund	2,065	2,120	2,120	2,120	2,120	2,120
	<b>Transfers</b>	<b>\$ 2,065</b>	<b>\$ 2,120</b>	<b>\$ 2,120</b>	<b>\$ 2,120</b>	<b>\$ 2,120</b>	<b>\$ 2,120</b>
95110	Contingency	87,145	0	0	0	0	0
99100	Unappropriated Balance	327,664	421,864	40,781	46,046	46,046	46,046
	<b>Contingency/Unappropriated</b>	<b>\$ 414,809</b>	<b>\$ 421,864</b>	<b>\$ 40,781</b>	<b>\$ 46,046</b>	<b>\$ 46,046</b>	<b>\$ 46,046</b>
<b>Total Expenditures</b>		<b>\$ 780,775</b>	<b>\$ 446,651</b>	<b>\$ 297,901</b>	<b>\$ 394,166</b>	<b>\$ 394,166</b>	<b>\$ 394,166</b>
<b>Total Street SDC Revenues</b>		<b>\$ 780,775</b>	<b>\$ 446,631</b>	<b>\$ 297,901</b>	<b>\$ 394,166</b>	<b>\$ 394,166</b>	<b>\$ 394,166</b>
<b>Total Street SDC Expenditures</b>		<b>\$ 780,775</b>	<b>\$ 446,651</b>	<b>\$ 297,901</b>	<b>\$ 394,166</b>	<b>\$ 394,166</b>	<b>\$ 394,166</b>

**City of Stayton, Oregon  
Fiscal Year 2010 - 2011 Budget**

**Fund 75 - Parks SDC Fund**

The Park System Development Fund receives revenues from parks System Development Charges (SDC) assessed against residential development only, as outlined in Chapter 13.12 of the Stayton Municipal Code. Residential developers pay a flat fee SDC in an amount set by the adopted Parks System Master Plan. Parks SDCs are designed to pay for park land or park site improvements that directly benefit new growth in the City. Therefore, Parks SDC funds may only be spent on parks improvements and park land acquisition identified in the adopted Parks Master Plan. The proposed 2009-2010 budget includes funds for land acquisition for a future park or open space area. It also includes a \$50,000 match if the city is successful in obtaining a \$114,000 grant from the Oregon State Parks Department (OPRD) Local Government Grants program to construct a picnic shelter, restrooms and parking lot at Santiam Neighborhood Park on N. 3rd Avenue and Wildflower.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	220,700	171,331	184,465	162,808	162,808	162,808
	<b>30 - Beginning Fund Balance</b>	<b>\$ 220,700</b>	<b>\$ 171,331</b>	<b>\$ 184,465</b>	<b>\$ 162,808</b>	<b>\$ 162,808</b>	<b>\$ 162,808</b>
43100	Park Development Fees	25,355	9,220	18,000	2,250	2,250	2,250
	<b>35 - Licenses, Permits and Fees</b>	<b>\$ 25,355</b>	<b>\$ 9,220</b>	<b>\$ 18,000</b>	<b>\$ 2,250</b>	<b>\$ 2,250</b>	<b>\$ 2,250</b>
43500	Interest Earned	10,013	3,365	3,500	900	900	900
43811	Grants	0	0	0			
	<b>38 - Interest</b>	<b>\$ 10,013</b>	<b>\$ 3,365</b>	<b>\$ 3,500</b>	<b>\$ 900</b>	<b>\$ 900</b>	<b>\$ 900</b>
<b>Total Revenues</b>		<b>\$ 256,067</b>	<b>\$ 183,916</b>	<b>\$ 205,965</b>	<b>\$ 165,958</b>	<b>\$ 165,958</b>	<b>\$ 165,958</b>

**Expenditures**

62130	Park Master Plan	0	0	5,000	5,000	5,000	5,000
62150	Contract Legal	0	0	0	0	0	0
62190	Contract-Facilities/Rate	28,359	3,078	3,000	1,000	1,000	1,000
	<b>Materials and Services</b>	<b>\$ 28,359</b>	<b>\$ 3,078</b>	<b>\$ 8,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
73110	Land Acquisition	0	0	120,000	30,000	30,000	30,000
75500	Park Development	6,023	0	50,000	25,000	25,000	25,000
	<b>Capital Outlay</b>	<b>\$ 6,023</b>	<b>\$ -</b>	<b>\$ 170,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>
90110	Transfer To General Fund	355	365	365	400	400	400
90185	Transfer To Parks Construction Fund	50,000	0	0	95,000	95,000	95,000
	<b>Transfers</b>	<b>\$ 50,355</b>	<b>\$ 365</b>	<b>\$ 365</b>	<b>\$ 95,400</b>	<b>\$ 95,400</b>	<b>\$ 95,400</b>
95110	Contingency	0	0	0	0	0	0
99100	Unappropriated	171,330	180,473	27,600	9,558	9,558	9,558
	<b>Contingency/Unappropriated</b>	<b>\$ 171,330</b>	<b>\$ 180,473</b>	<b>\$ 27,600</b>	<b>\$ 9,558</b>	<b>\$ 9,558</b>	<b>\$ 9,558</b>
<b>Total Expenditures</b>		<b>\$ 256,067</b>	<b>\$ 183,916</b>	<b>\$ 205,965</b>	<b>\$ 165,958</b>	<b>\$ 165,958</b>	<b>\$ 165,958</b>
<b>Total Parks SDC Revenues</b>		<b>\$ 256,067</b>	<b>\$ 183,916</b>	<b>\$ 205,965</b>	<b>\$ 165,958</b>	<b>\$ 165,958</b>	<b>\$ 165,958</b>
<b>Total Parks SDC Expenditures</b>		<b>\$ 256,067</b>	<b>\$ 183,916</b>	<b>\$ 205,965</b>	<b>\$ 165,958</b>	<b>\$ 165,958</b>	<b>\$ 165,958</b>

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 82 - Water Construction Fund**

This construction budget is used to track expenses related to the \$5.1 million loan from the Oregon Economic and Community Development Department (OECDD) to improve the City water system. In 2007 and 2008, the City completed the Riverbank Stabilization project, replaced an 8" water line on Burnett between Evergreen and the Swimming Pool and conducted a leak detection study of the water distribution system. In March 2009, the City Council awarded a \$3.6 million contract to Emery & Sons, Inc. to construct improvements at the Stayton Water Treatment Plant on 1st Avenue and pump improvements at the E. Pine Street pump station. The Water Treatment Plant improvements include reconstruction of slow sand filter 3, repair and repainting of the 0.5 million gallon chlorine contact clearwell, installation of an emergency generator, electrical upgrade and new instrumentation controls. Black & Veatch engineering is the design engineer. Construction work will be completed by June 1, 2009.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	(79,468)	21,189	52,367	0	0	0
	<b>30 - Beginning Fund Balance</b>	<b>\$ (79,468)</b>	<b>\$ 21,189</b>	<b>\$ 52,367</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
43500	Interest Earned	0	0				
	<b>38 - Interest</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
43640	Debt Proceeds	472,760	579,685	3,884,592	572,000	572,000	572,000
43811	Grants	0	0	72,000	0	0	0
48200	Transfer from Water SDC Fund	80,000	0	0	0	0	0
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 552,760</b>	<b>\$ 579,685</b>	<b>\$ 3,956,592</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>
<b>Total Revenues</b>		<b>\$ 473,292</b>	<b>\$ 600,874</b>	<b>\$ 4,008,959</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>

**Expenditures**

62171	Engineering/Basic	152,537	445,578	253,497	0	0	0
62172	Engineering/Design Build	0	0	0	0	0	0
62173	Engineering/Inspection	0	1,982	200,000	50,000	50,000	50,000
	<b>Materials and Services</b>	<b>\$ 152,537</b>	<b>\$ 447,560</b>	<b>\$ 453,497</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
73110	Land Acquisition/Easement	0	0	0	0	0	0
74210	Construction	299,566	179,534	3,446,413	522,000	522,000	522,000
74211	Construction Contingency	0	0	0	0	0	0
	<b>Capital Outlay</b>	<b>\$ 299,566</b>	<b>\$ 179,534</b>	<b>\$ 3,446,413</b>	<b>\$ 522,000</b>	<b>\$ 522,000</b>	<b>\$ 522,000</b>
95110	Contingency	0	0	109,049	0	0	0
99100	Unappropriated Balance	21,189	0	0	0	0	0
	<b>Contingency/Unappropriated</b>	<b>\$ 21,189</b>	<b>\$ -</b>	<b>\$ 109,049</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 473,292</b>	<b>\$ 627,094</b>	<b>\$ 4,008,959</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>

<b>Total Water Construction Fund Revenues</b>	<b>\$ 473,292</b>	<b>\$ 600,874</b>	<b>\$ 4,008,959</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>
<b>Total Water Construction Fund Expenditures</b>	<b>\$ 473,292</b>	<b>\$ 627,094</b>	<b>\$ 4,008,959</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>	<b>\$ 572,000</b>
		<b>\$ (26,220)</b>		<b>\$ -</b>		

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 83 - Sewer Construction Fund**

The City has applied to both the USDA-Rural Utilities Services and the Oregon Department of Environmental Quality for loan funds to finance improvements to the Wastewater Treatment Plant. In December 2008, Keller Associates completed a pre-design report for the project, which was approved by DEQ in February 2009. The preliminary engineering estimate is \$ 5.8 million. This includes upgrades to the ultraviolet light (UV) system, Sequential Batch Reactor, a new maintenance and storage building, Equalization Basin (EQ Basin) improvements, a new rotating screen filter and a new polymer injection system. The City may qualify for DEQ's State Revolving Loan Fund (SRF) program, using federal stimulus package funds, which could increase the total amount of financing available to \$7.8 million. Design is scheduled for completion by October, 2009 and construction should begin by March, 2010. Construction will take 12-18 months to complete.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	(64,657)	(25,915)	0	0	0	0
	<b>30 - Beginning Fund Balance</b>	<b>\$ (64,657)</b>	<b>\$ (25,915)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
43500	Interest Earned	0	0	0	0	0	0
	<b>38 - Interest</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
43640	Debt Proceeds	9,686	0	4,981,000	10,300,000	10,300,000	10,300,000
48200	Transfer from Sewer SDC Fund	65,000	0	0	0	0	0
48230	Transfer from Sewer Fund	0	0	849,000	300,000	300,000	300,000
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 74,686</b>	<b>\$ -</b>	<b>\$ 5,830,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>
<b>Total Revenues</b>		<b>\$ 10,029</b>	<b>\$ (25,915)</b>	<b>\$ 5,830,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>

**Expenditures**

62150	Legal & Administrative	0	0	60,000	50,000	50,000	50,000
62171	Engineering/Basic	22,259	215,591	874,000	200,000	200,000	200,000
62172	Engineering/Design Build	0	0	0	0	0	0
62173	Engineering/Inspection	0	0	0	450,000	450,000	450,000
	<b>Materials and Services</b>	<b>\$ 22,259</b>	<b>\$ 215,591</b>	<b>\$ 934,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>
73110	Land Acquisition/Easement	0	0	0	0	0	0
74210	Construction	13,685	0	4,065,000	9,000,000	9,000,000	9,000,000
74211	Construction Contingency	0	0	400,000	450,000	450,000	450,000
	<b>Capital Outlay</b>	<b>\$ 13,685</b>	<b>\$ -</b>	<b>\$ 4,465,000</b>	<b>\$ 9,450,000</b>	<b>\$ 9,450,000</b>	<b>\$ 9,450,000</b>
81300	Interim Financing Cost	0	0	354,000	400,000	400,000	400,000
	<b>Debt Service</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 354,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>
95110	Contingency	0	0	77,000	50,000	50,000	50,000
99100	Unappropriated Balance	0	0	0	0	0	0
	<b>Contingency/Unappropriated</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 77,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Total Expenditures</b>		<b>\$ 35,944</b>	<b>\$ 215,591</b>	<b>\$ 5,830,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>
<b>Total Sewer Construction Fund Revenues</b>		<b>\$ 10,029</b>	<b>\$ (25,915)</b>	<b>\$ 5,830,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>
<b>Total Sewer Construction Fund Expenditures</b>		<b>\$ 35,944</b>	<b>\$ 215,591</b>	<b>\$ 5,830,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>	<b>\$10,600,000</b>
		<b>\$ (25,915)</b>	<b>\$ (241,506)</b>				

**City of Stayton, Oregon**  
**Fiscal Year 2010 - 2011 Budget**

**Fund 85 - Parks Construction Fund**

The Parks Construction fund will be used to track the expenditures related to the Oregon State Parks grant for the construction of a pedestrian foot bridge from the old Woolen Mill property on Florence Street to the Riverfront Park site.

**Revenues**

Account Number	Description	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted
40100	Beginning Fund Balance	(49,371)	(1,734)	0	0	0	0
	<b>30 - Beginning Fund Balance</b>	<b>\$ (49,371)</b>	<b>\$ (1,734)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
43650	State Grants	0	0	0	175,000	175,000	175,000
43811	Federal Grants	0	0	73,450	73,450	73,450	73,450
	<b>37 - Intergovernmental</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 73,450</b>	<b>\$ 248,450</b>	<b>\$248,450</b>	<b>\$248,450</b>
48200	Transfer from Parks SDC Fund	50,000	0	0	95,000	95,000	95,000
49500	Miscellaneous Revenue	0	0	0	0	0	0
	<b>39 - Miscellaneous/Transfers</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 95,000</b>	<b>\$ 95,000</b>	<b>\$ 95,000</b>
<b>Total Revenues</b>		<b>\$ 629</b>	<b>\$ (1,734)</b>	<b>\$ 73,450</b>	<b>\$ 343,450</b>	<b>\$343,450</b>	<b>\$343,450</b>

**Expenditures**

62150	Contract - Legal	75	0	0	0	0	0
62171	Engineering/Basic	2,138	0	0	0	0	0
62172	Engineering/Design Build	0	0	15,000	7,000	7,000	7,000
62173	Engineering/Inspection	0	0	5,000	0	0	0
	<b>Materials and Services</b>	<b>\$ 2,213</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
74210	Construction	150	0	53,450	336,450	336,450	336,450
74211	Construction Contingency	0	0				
	<b>Capital Outlay</b>	<b>\$ 150</b>	<b>\$ -</b>	<b>\$ 53,450</b>	<b>\$ 336,450</b>	<b>\$336,450</b>	<b>\$336,450</b>
95110	Contingency	0	0	0	0	0	0
99100	Unappropriated Balance	0	0	0	0	0	0
	<b>Contingency/Unappropriated</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>		<b>\$ 2,363</b>	<b>\$ -</b>	<b>\$ 73,450</b>	<b>\$ 343,450</b>	<b>\$343,450</b>	<b>\$343,450</b>
<b>Total Parks Construction Fund Revenues</b>		<b>\$ 629</b>	<b>\$ (1,734)</b>	<b>\$ 73,450</b>	<b>\$ 343,450</b>	<b>\$343,450</b>	<b>\$343,450</b>
<b>Total Parks Construction Fund Expenditures</b>		<b>\$ 2,363</b>	<b>\$ -</b>	<b>\$ 73,450</b>	<b>\$ 343,450</b>	<b>\$343,450</b>	<b>\$343,450</b>
		<b>\$ (1,734)</b>					

**City of Stayton, Oregon  
Fiscal Year 2010 - 2011 Budget**

**Summary**

**Revenues**

Fund/Department	07 - 08 Actual	08 - 09 Actual	09 - 10 Adopted	10 - 11 Proposed	10 - 11 Approved	10 - 11 Adopted	
General Fund	4,165,968	4,078,055	4,043,403	3,829,296	3,829,296	3,829,296	0
Public Works Administration Fund	414,046	372,830	431,550	468,200	468,200	468,200	0
Library Fund	389,437	442,269	451,587	434,068	427,568	427,568	(6,500)
Water Fund	1,806,108	1,932,801	1,955,797	2,131,195	2,131,195	2,131,195	0
Sewer Fund	4,949,606	5,147,553	5,152,698	4,538,802	4,538,802	4,538,802	0
Street Fund	460,112	402,117	775,304	419,167	419,167	419,167	0
Housing Rehabilitation Fund	0	0	0	0	0	0	0
Facilities Development Fund	165,891	194,746	275,546	372,946	382,946	382,946	10,000
Vehicle Replacement Fund	632,406	727,824	758,906	786,903	786,903	786,903	0
Sublimity/RD Reserve Fund	90,967	92,725	95,200	93,975	93,975	93,975	0
9-1-1 Fund	49,816	51,592	50,000	56,000	56,000	56,000	0
Grant Fund	7,306	6,803	250,400	402,600	402,600	402,600	0
Trust and Agency Fund	420	0	0	330,000	330,000	330,000	0
Swimming Pool Fund	361,335	485,840	448,095	418,400	418,400	418,400	0
Water SDC Fund	637,745	444,902	378,000	215,900	215,900	215,900	0
Sewer SDC Fund	932,066	745,420	631,500	490,410	490,410	490,410	0
Street SDC Fund	780,775	446,631	297,901	394,166	394,166	394,166	0
Parks SDC Fund	256,067	183,916	205,965	165,958	165,958	165,958	0
Water Construction Fund	473,292	600,874	4,008,959	572,000	572,000	572,000	0
Sewer Construction Fund	10,029	(25,915)	5,830,000	10,600,000	10,600,000	10,600,000	0
Parks Construction Fund	629	(1,734)	73,450	343,450	343,450	343,450	0
<b>Total Revenues</b>	<b>\$ 16,584,021</b>	<b>\$ 16,329,249</b>	<b>\$ 26,114,261</b>	<b>\$ 27,063,436</b>	<b>\$ 27,066,936</b>	<b>\$ 27,066,936</b>	<b>3,500</b>

**Expenditures**

General Fund							
Non-Departmental	1,363,637	1,354,787	901,039	810,583	810,583	810,583	0
Administration	398,865	419,366	455,031	460,424	460,424	460,424	0
Police	1,919,962	1,890,957	2,205,855	2,094,520	2,094,520	2,094,520	0
Planning	174,481	151,223	159,239	144,411	144,411	144,411	0
Community Center	101,118	63,513	71,918	72,068	72,068	72,068	0
Park Maintenance	119,917	126,339	154,320	140,290	140,290	140,290	0
Street Lighting	87,987	83,791	96,000	107,000	107,000	107,000	0
<b>General Fund Total</b>	<b>4,165,968</b>	<b>4,089,976</b>	<b>4,043,403</b>	<b>3,829,296</b>	<b>3,829,296</b>	<b>3,829,296</b>	<b>0</b>
Public Works Administration Fund	414,046	376,379	431,550	468,200	468,200	468,200	0
Library Fund	389,437	441,269	451,587	434,068	427,568	427,568	(6,501)
Water Fund	1,806,108	1,932,801	1,955,797	2,131,195	2,131,195	2,131,195	0
Sewer Fund	4,949,606	5,147,553	5,152,698	4,538,802	4,538,802	4,538,802	0
Street Fund	460,112	402,117	775,304	419,167	419,167	419,167	0
Housing Rehabilitation Fund	0	0	0	0	0	0	0
Facilities Development Fund	165,891	194,746	275,546	372,946	382,946	382,946	10,000
Vehicle Replacement Fund	632,406	727,824	758,906	786,903	786,903	786,903	0
Sublimity/RD Reserve Fund	90,967	92,725	95,200	93,975	93,975	93,975	0
9-1-1 Fund	49,816	51,592	50,000	56,000	56,000	56,000	0
Grant Fund	7,306	6,803	250,400	402,600	402,600	402,600	0
Trust and Agency Fund	420	31,928	0	330,000	330,000	150,000	0
Swimming Pool Fund	361,335	485,840	448,095	418,400	418,400	418,400	0
Water SDC Fund	637,745	444,902	378,000	215,900	215,900	215,900	0
Sewer SDC Fund	932,066	745,420	631,500	490,410	490,410	490,410	0
Street SDC Fund	780,775	446,651	297,901	394,166	394,166	394,166	0
Parks SDC Fund	256,067	183,916	205,965	165,958	165,958	165,958	0
Water Construction Fund	473,292	627,094	4,008,959	572,000	572,000	572,000	0
Sewer Construction Fund	35,944	215,591	5,830,000	10,600,000	10,600,000	10,600,000	0
Parks Construction Fund	2,363	0	73,450	343,450	343,450	343,450	0
<b>Total Expenditures</b>	<b>\$ 16,611,669</b>	<b>\$ 16,645,128</b>	<b>\$ 26,114,261</b>	<b>\$ 27,063,436</b>	<b>\$ 27,066,936</b>	<b>\$ 26,886,935</b>	<b>3,499</b>

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